

LEASE NO. GS-01P-LRI05039

Global Lease
GSA FORM L100 (10/2016)

This Lease is made and entered into between

Waybosset Hill Investments, LLC

(Lessor), whose principal place of business is 100 Westminster Street, Providence, RI 02903, and whose interest in the Property described herein is that of Fee Owner, and

The United States of America

(Government), acting by and through the designated representative of the General Services Administration (GSA), upon the terms and conditions set forth herein.

Witnesseth: The parties hereto, for the consideration hereinafter mentioned, covenant and agree as follows:

Lessor hereby leases to the Government the Premises described herein, being all or a portion of the Property located at

33 Broad Street, Providence, RI 02903-4175

and more fully described in Section 1 and Exhibit A, together with rights to the use of parking and other areas as set forth herein, to be used for such purposes as determined by GSA.

LEASE TERM

To Have and To Hold the said Premises with its appurtenances for the term beginning upon acceptance of the Premises as required by this Lease and continuing for a period of

15 Years, 10 Years Firm,

subject to termination and renewal rights as may be hereinafter set forth. The commencement date of this Lease, along with any applicable termination and renewal rights, shall be more specifically set forth in a Lease Amendment upon substantial completion and acceptance of the Space by the Government.

In Witness Whereof, the parties to this Lease evidence their agreement to all terms and conditions set forth herein by their signatures below, to be effective as of the date of delivery of the fully executed Lease to the Lessor.

(b) (6)

FOR THE GOVERNMENT:

(b) (6)

Name: Joseph R. Paulino, Jr.
Title: Manager
Entity Name: Waybosset Hill Investments LLC
Date: 4-25-18

Name: Nicholas Caron
Title: Lease Contracting Officer
General Services Administration, Public Buildings Service
Date: 8/9/18

WITNESSED FOR THE LESSOR BY:

(b) (6)

Name: Wayne Kezirian
Title: General Counsel
Date: 4-25-18

The information collection requirements contained in this Solicitation/Contract, that are not required by the regulation, have been approved by the Office of Management and Budget pursuant to the Paperwork Reduction Act and assigned the OMB Control No. 3090-0163.

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SECTION 1 THE PREMISES, RENT, AND OTHER TERMS

1.01 THE PREMISES (OCT 2016)

The Premises are described as follows:

A. **Office and Related Space:** 14,204 rentable square feet (RSF), yielding 13,055 ANSI/BOMA Office Area (ABOA) square feet (SF) of office and related Space and an additional 2,070 RSF, yielding 1,903 ABOA SF of free space (for which the Government will not be charged rent, including real estate taxes and operating cost escalations) in excess of the total 14,204-RSF/13,055 ABOA SF indicated above, for a total of 16,274 RSF (yielding 14,958 ABOA SF), located on the 4th floor(s), of the Building, as depicted on the floor plan(s) attached hereto as Exhibit A. All rights, responsibilities, and obligations that bind the Lessor and Government under this lease agreement, including the General Clauses, and any other attachments hereto, shall pertain to the entire space under lease, including the free space.

B. **Common Area Factor:** The Common Area Factor (CAF), defined under Section 2 of the Lease, is established as 8.8% percent. This factor, rounded to the nearest whole percentage, shall be used for purposes of rental adjustments in accordance with the Payment Clause of the General Clauses.

C. SUBPARAGRAPH INTENTIONALLY DELETED

1.02 EXPRESS APPURTENANT RIGHTS (SEP 2013)

The Government shall have the non-exclusive right to the use of Appurtenant Areas, and shall have the right to post Rules and Regulations Governing Conduct on Federal Property, Title 41, CFR, Part 102-74, Subpart C within such areas. The Government will coordinate with Lessor to ensure signage is consistent with Lessor's standards. Appurtenant to the Premises and included in the Lease are rights to use the following:

A. SUBPARAGRAPH INTENTIONALLY DELETED

B. **Antennas, Satellite Dishes, and Related Transmission Devices:** (1) Space located on the roof of the Building sufficient in size for the installation and placement of telecommunications equipment, (2) the right to access the roof of the Building, and (3) use of all Building areas (e.g., chases, plenums, etc.) necessary for the use, operation, and maintenance of such telecommunications equipment at all times during the term of this Lease.

1.03 RENT AND OTHER CONSIDERATION (OCT 2016)

A. The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:

	FIRM TERM (YEARS 1-10)	NON-FIRM TERM (YEARS 11-15)
	ANNUAL RENT	ANNUAL RENT
SHELL RENT ¹	(b) (4)	(b) (4)
OPERATING COSTS ²	(b) (4)	(b) (4)
TENANT IMPROVEMENTS RENT ³	(b) (4)	(b) (4)
BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC) ⁴	(b) (4)	(b) (4)
TOTAL ANNUAL RENT	\$509,684.85	\$464,094.88

¹Shell rent calculation:
 (Firm Term) (b) (4) (rounded) per RSF multiplied by the RSF stated under Paragraph 1.01
 (Non-Firm Term) (b) (4) (rounded) per RSF multiplied by the RSF stated under Paragraph 1.01
²Operating Costs rent calculation: (b) (4) (rounded) per RSF multiplied by the RSF stated under Paragraph 1.01
³Tenant Improvements of (b) (4) are amortized at a rate of (b) (4) percent per annum over 10 years.
⁴Building Specific Amortized Capital (BSAC) of (b) (4) are amortized at a rate of (b) (4) percent per annum over 10 years

B. SUBPARAGRAPH INTENTIONALLY DELETED

C. Rent is subject to adjustment based upon a mutual on-site measurement of the Space upon acceptance, not to exceed 13,055 ABOA SF based upon the methodology outlined under the "Payment" clause of GSA Form 3517.

D. Rent is subject to adjustment based upon the final Tenant Improvement (TI) cost to be amortized in the rental rate, as agreed upon by the parties subsequent to the Lease Award Date.

E. SUBPARAGRAPH INTENTIONALLY DELETED

F. If the Government occupies the Premises for less than a full calendar month, then rent shall be prorated based on the actual number of days of occupancy for that month.

(b) (6) (b) (6)

G. Rent shall be paid to Lessor by electronic funds transfer in accordance with the provisions of the General Clauses. Rent shall be payable to the Payee designated by the Lessor in the System for Award Management (SAM). If the payee is different from the Lessor, both payee and Lessor must be registered and active in SAM.

H. Lessor shall provide to the Government, in exchange for the payment of rental and other specified consideration, the following:

1. The leasehold interest in the Property described herein in the paragraph entitled "The Premises."

2. All costs, expenses and fees to perform the work required for acceptance of the Premises in accordance with this Lease, including all costs for labor, materials, and equipment, professional fees, contractor fees, attorney fees, permit fees, inspection fees, and similar such fees, and all related expenses.

3. Performance or satisfaction of all other obligations set forth in this Lease; and all services, utilities, and maintenance required for the proper operation of the Property, the Building, and the Premises in accordance with the terms of the Lease, including, but not limited to, all inspections, modifications, repairs, replacements, and improvements required to be made thereto to meet the requirements of this Lease.

I. SUBPARAGRAPH INTENTIONALLY DELETED

J. SUBPARAGRAPH INTENTIONALLY DELETED

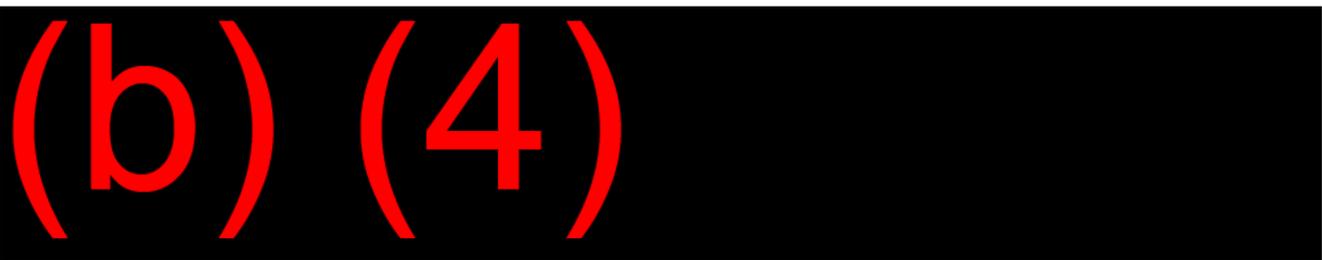
1.04 BROKER COMMISSION AND COMMISSION CREDIT (OCT 2016)



1.05 TERMINATION RIGHTS (OCT 2016)

The Government may terminate this Lease, in whole or in parts, at any time effective after the Firm Term of this Lease, by providing not less than 90 days' prior written notice to the Lessor. The effective date of the termination shall be the day following the expiration of the required notice period or the termination date set forth in the notice, whichever is later. No rental shall accrue after the effective date of termination.

1.06 RENEWAL RIGHTS (OCT 2016)



provided notice is given to the Lessor at least 365 calendar days before the end of the original Lease term or any extension thereof; all other terms and conditions of this Lease, as same may have been amended, shall remain in full force and effect during any renewal term.

B. Termination rights outlined in the "Termination Rights" paragraph apply to all renewal terms.

1.07 DOCUMENTS INCORPORATED IN THE LEASE (OCT 2016)

The following documents are attached to and made part of the Lease:

DOCUMENT NAME	NO. OF PAGES	EXHIBIT
FLOOR PLAN(S)	1	A
AGENCY REQUIREMENTS	148	B
SECURITY REQUIREMENTS	7	C
SECURITY UNIT PRICE LIST	2	D
GSA FORM 3517B GENERAL CLAUSES	15	E
GSA FORM 3518-SAM, ADDENDUM TO SYSTEM FOR AWARD MANAGEMENT (SAM) REPRESENTATIONS AND CERTIFICATIONS (ACQUISITIONS OF LEASEHOLD INTERESTS IN REAL PROPERTY)	2	F

1.08 TENANT IMPROVEMENT RENTAL ADJUSTMENT (OCT 2016)

A. The Tenant Improvement Allowance (TIA) for purposes of this Lease is **(b) (4)** per ABOA SF. The TIA is the amount that the Lessor shall make available for the Government to be used for TIs. This amount is amortized in the rent over the Firm Term of this Lease at an annual interest rate of 6.5 percent.

B. The Government, at its sole discretion, shall make all decisions as to the use of the TIA. The Government may use all or part of the TIA. The Government may return to the Lessor any unused portion of the TIA in exchange for a decrease in rent according to the agreed-upon amortization rate over the Firm Term.

C. The Government may elect to make lump sum payments for any or all work covered by the TIA. That part of the TIA amortized in the rent shall be reduced accordingly. At any time after occupancy and during the Firm Term of the Lease, the Government, at its sole discretion, may elect to pay lump sum for any part or all of the remaining unpaid amortized balance of the TIA. If the Government elects to make a lump sum payment for the TIA after occupancy, the payment of the TIA by the Government will result in a decrease in the rent according to the amortization rate over the Firm Term of the Lease.

D. If it is anticipated that the Government will spend more than the identified TIA, the Government may elect to:

1. Reduce the TI requirements;
2. Pay lump sum for the overage upon substantial completion in accordance with the "Acceptance of Space and Certificate of Occupancy" paragraph;
3. Negotiate an increase in the rent.

1.09 TENANT IMPROVEMENT FEE SCHEDULE (JUN 2012)

For pricing TI costs, the following rates shall apply for the initial build-out of the Space.

	INITIAL BUILD-OUT
ARCHITECT/ENGINEER FEES (\$ PER ABOA SF OR % OF TI CONSTRUCTION COSTS)	(b) (4)
LESSOR'S PROJECT MANAGEMENT FEE (% OF TI CONSTRUCTION COSTS)	(b) (4)

1.10 BUILDING SPECIFIC AMORTIZED CAPITAL (SEP 2012) INTENTIONALLY DELETED

1.11 BUILDING SPECIFIC AMORTIZED CAPITAL RENTAL ADJUSTMENT (SEP 2012) INTENTIONALLY DELETED

1.12 PERCENTAGE OF OCCUPANCY FOR TAX ADJUSTMENT (OCT 2016)

As of the Lease Award Date, the Government's Percentage of Occupancy, as defined in the "Real Estate Tax Adjustment" paragraph of this Lease is 12.04 percent. The Percentage of Occupancy is derived by dividing the total Government Space of 14,204 RSF by the total Building space of 116,478 RSF. The tax parcel number is **(b) (6)**

1.13 REAL ESTATE TAX BASE (SEP 2012) INTENTIONALLY DELETED

1.14 OPERATING COST BASE (OCT 2016)

The parties agree, for the purpose of applying the paragraph titled "Operating Costs Adjustment," that the Lessor's base rate for operating costs shall be **(b) (4)** per RSF.

1.15 RATE FOR ADJUSTMENT FOR VACANT LEASED PREMISES (SEP 2013)

In accordance with the paragraph entitled "Adjustment for Vacant Premises," if the Government fails to occupy or vacates the entire or any portion of the Premises prior to expiration of the term of the Lease, the operating costs paid by the Government as part of the rent shall be reduced by (b) (4) per ABOA SF of Space vacated by the Government.

1.16 HOURLY OVERTIME HVAC RATES (OCT 2016)

A. The following rates shall apply in the application of the paragraph titled "Overtime HVAC Usage:"

- \$100.00 per hour for the entire Space.

1.17 ~~24-HOUR HVAC REQUIREMENT (OCT 2016)~~ INTENTIONALLY DELETED

1.18 BUILDING IMPROVEMENTS (MAR 2016)

Before the Government accepts the Space, the Lessor shall complete the following additional Building improvements:

- A. The building must comply with all Fire Protection & Life Safety requirements in the Lease, specifically including, but not limited to, paragraph 3.12 MEANS OF EGRESS (May 2015) which was identified as a deficiency during solicitation of the Space. Failure to resolve these deficiencies prior to issuance of the Notice to Proceed (NTP) shall constitute a default of the Lease.
- B. _____
- C. _____

1.19 ~~HUBZONE SMALL BUSINESS CONCERNS ADDITIONAL PERFORMANCE REQUIREMENTS (MAR 2012)~~ INTENTIONALLY DELETED

SECTION 2 GENERAL TERMS, CONDITIONS, AND STANDARDS

2.01 DEFINITIONS AND GENERAL TERMS (OCT 2016)

Unless otherwise specifically noted, all terms and conditions set forth in this Lease shall be interpreted by reference to the following definitions, standards, and formulas:

- A. **Appurtenant Areas.** Appurtenant Areas are defined as those areas and facilities on the Property that are not located within the Premises, but for which rights are expressly granted under this Lease, or for which rights to use are reasonably necessary or reasonably anticipated with respect to the Government's enjoyment of the Premises and express appurtenant rights.
- B. **Broker.** If GSA awarded this Lease using a contract real estate broker, Broker shall refer to GSA's broker.
- C. **Building.** Building(s) situated on the Property in which the Premises are located.
- D. **Commission Credit.** If GSA awarded this Lease using a Broker, and the Broker agreed to forego a percentage of its commission to which it is entitled in connection with the award of this Lease, the amount of this credit is referred to as the "Commission Credit."
- E. **Common Area Factor.** The "Common Area Factor" (CAF) is a conversion factor determined by the Building owner and applied by the owner to the ABOA SF to determine the RSF for the leased Space. The CAF is expressed as a percentage of the difference between the amount of rentable SF and ABOA SF, divided by the ABOA SF. For example 11,500 RSF and 10,000 ABOA SF will have a CAF of 15% [(11,500 RSF-10,000 ABOA SF)/10,000 ABOA SF]. For the purposes of this Lease, the CAF shall be determined in accordance with the applicable ANSI/ BOMA standard for the type of space to which the CAF shall apply.
- F. **Contract.** "Contract" shall mean this Lease.
- G. **Contractor.** "Contractor" shall mean Lessor.
- H. **Days.** All references to "day" or "days" in this Lease shall mean calendar days, unless specified otherwise.
- I. **FAR.** All references to the FAR shall be understood to mean the Federal Acquisition Regulation, codified at 48 CFR Chapter 1.
- J. **Firm Term/Non-Firm Term.** The Firm Term is that part of the Lease term that is not subject to termination rights. The Non-Firm Term is that part of the Lease term following the end of the Firm Term.
- K. **GSAR.** All references to the GSAR shall be understood to mean the GSA supplement to the FAR, codified at 48 CFR Chapter 5.
- L. **Lease Term Commencement Date.** The date on which the lease term commences.
- M. **Lease Award Date.** The date the LCO executes the Lease and mails or otherwise furnishes written notification of the executed Lease to the successful Offeror (date on which the parties' obligations under the Lease begin).
- N. **Premises.** The Premises are defined as the total Office Area or other type of Space, together with all associated common areas, described in Section 1 of this Lease, and delineated by plan in the attached exhibit. Parking and other areas to which the Government has rights under this Lease are not included in the Premises.
- O. **Property.** Defined as the land and Buildings in which the Premises are located, including all Appurtenant Areas (e.g., parking areas) to which the Government is granted rights.
- P. **Rentable Space or Rentable Square Feet (RSF).** Rentable Space is the area for which a tenant is charged rent. It is determined by the Building owner and may vary by city or by building within the same city. The Rentable Space may include a share of Building support/common areas such as elevator lobbies, Building corridors, and floor service areas. Floor service areas typically include restrooms, janitor rooms, telephone closets, electrical closets, and mechanical rooms. The Rentable Space does not include vertical building penetrations and their enclosing walls, such as stairs, elevator shafts, and vertical ducts. Rentable Square Feet is calculated using the following formula for each type of Space (e.g., office, warehouse, etc.) included in the Premises: $ABOA\ SF\ of\ Space \times (1 + CAF) = RSF$.
- Q. **Space.** The Space shall refer to that part of the Premises to which the Government has exclusive use, such as Office Area, or other type of Space. Parking areas to which the Government has rights under this Lease are not included in the Space.
- R. **Office Area.** For the purposes of this Lease, Space shall be measured in accordance with the standard (Z65.1-1996) provided by American National Standards Institute/Building Owners and Managers Association (ANSI/BOMA) for Office Area, which means "the area where a tenant normally houses personnel and/or furniture, for which a measurement is to be computed." References to ABOA mean ANSI/BOMA Office Area.
- S. **Working Days.** Working Days shall mean weekdays, excluding Saturdays and Sundays and Federal holidays.

2.02 AUTHORIZED REPRESENTATIVES (OCT 2016)

Signatories to this Lease shall have full authority to bind their respective principals with regard to all matters relating to this Lease. No other persons shall be understood to have any authority to bind their respective principals, except to the extent that such authority may be explicitly delegated by notice to the other party, or to the extent that such authority is transferred by succession of interest. The Government shall have the right to substitute its Lease Contracting Officer (LCO) by notice, without an express delegation by the prior LCO.

2.03 ALTERATIONS REQUESTED BY THE GOVERNMENT (OCT 2016)

A. The Government may request the Lessor to provide alterations during the term of the Lease. Alterations will be ordered by issuance of a Lease Amendment, GSA Form 300, Order for Supplies or Services, or a tenant agency-approved form when specifically authorized to do so by the LCO. The General Services Administration Acquisition Manual ("GSAM") clause, 552.270-31, Prompt Payment, including its invoice requirements, shall apply to orders for alterations. All orders are subject to the terms and conditions of this Lease and may be placed by the LCO or a warranted contracting officer's representative (COR) in GSA or the tenant agency when specifically authorized to do so by the LCO, subject to the threshold limitation below.

B. Orders for alterations issued by an authorized COR are limited to no more than \$150,000 (LCOs are not subject to this threshold). This threshold will change according to future adjustments of the simplified acquisition threshold (see FAR 2.101). The LCO will provide the Lessor with a list of tenant agency officials authorized to place orders and will specify any limitations on the authority delegated to tenant agency officials. The tenant agency officials are not authorized to deal with the Lessor on any other matters.

C. Payments for alterations ordered by the tenant agency under the authorization described in sub-paragraph B will be made directly by the tenant agency placing the order.

2.04 WAIVER OF RESTORATION (OCT 2016)

Lessor shall have no right to require the Government to restore the Premises upon termination of the Lease, and waives all claims against the Government for waste, damages, or restoration arising from or related to (a) the Government's normal and customary use of the Premises during the term of the Lease (including any extensions thereof), as well as (b) any initial or subsequent alteration to the Premises regardless of whether such alterations are performed by the Lessor or by the Government. At its sole option, the Government may abandon property in the Space following expiration of the Lease, in which case the property will become the property of the Lessor and the Government will be relieved of any liability in connection therewith.

2.05 PAYMENT OF BROKER (JUL 2011)

If GSA awarded the Lease through its Broker, the Lessor shall pay GSA's Broker its portion of the commission one half upon Lease award and the remaining half upon acceptance of the Space. "Its portion of the commission" means the agreed-upon commission to GSA's Broker minus the Commission Credit specified in the Lease or Lease Amendment.

2.06 CHANGE OF OWNERSHIP (OCT 2016)

A. If during the term of the Lease, title to the Property is transferred, the Lease is assigned, or the Lessor changes its legal name, the Lessor and its successor shall comply with the requirements of FAR Subpart 42.12. If title is transferred, the Lessor shall notify the Government within five days of the transfer of title.

B. The Government and the Lessor may execute a Change of Name Agreement if the Lessor is changing only its legal name, and the Government's and the Lessor's respective rights and obligations remain unaffected. A sample form is found at FAR 42.1205.

C. If title to the Property is transferred, or the Lease is assigned, the Government, the original Lessor (Transferor), and the new owner or assignee (Transferee) shall execute a Novation Agreement providing for the transfer of Transferor's rights and obligations under the Lease to the Transferee. When executed on behalf of the Government, a Novation Agreement will be made part of the Lease via Lease Amendment.

D. In addition to all documents required by FAR 42.1204, the LCO may request additional information (e.g., copy of the deed, bill of sale, certificate of merger, contract, court decree, articles of incorporation, operation agreement, partnership certificate of good standing, etc.) from the Transferor or Transferee to verify the parties' representations regarding the transfer, and to determine whether the transfer of the Lease is in the Government's interest.

E. If the LCO determines that recognizing the Transferee as the Lessor will not be in the Government's interest, the Transferor shall remain fully liable to the Government for the Transferee's performance of obligations under the Lease, notwithstanding the transfer. Under no condition shall the Government be obligated to release the Transferor of obligations prior to (a) the rent commencement date; and (b) any amounts due and owing to the Government under the Lease have been paid in full or completely set off against the rental payments due under the Lease.

F. As a condition for being recognized as the Lessor and entitlement to receiving rent, the Transferee must register in the System for Award Management (SAM) (See FAR 52.232-33), and complete and sign GSA Form 3518-SAM, Addendum to System for Award Management (SAM) Representations and Certifications (Acquisition of Leasehold Interests in Real Property).

G. If title to the Property is transferred, or the Lease is assigned, rent shall continue to be paid to the original Lessor, subject to the Government's rights as provided for in this Lease. The Government's obligation to pay rent to the Transferee shall not commence until the Government has received all information reasonably required by the LCO under sub-paragraph D, the Government has determined that recognizing the Transferee as the Lessor is in the Government's interest (which determination will be prompt and not unreasonably withheld), and the Transferee has met all conditions specified in sub-paragraph F.

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2.07 REAL ESTATE TAX ADJUSTMENT (JUN 2012)

A. Purpose: This paragraph provides for adjustment in the rent (tax adjustment) to account for increases or decreases in Real Estate Taxes for the Property after the establishment of the Real Estate Tax Base, as those terms are defined herein. Tax adjustments shall be calculated in accordance with this paragraph.

B. Definitions: The following definitions apply to the use of the terms within this paragraph:

Property is defined as the land and Buildings in which the Premises are located, including all Appurtenant Areas (e.g., parking areas to which the Government is granted rights).

Real Estate Taxes are those taxes that are levied upon the owners of real property by a Taxing Authority (as hereinafter defined) of a state or local Government on an ad valorem basis to raise general revenue for funding the provision of government services. The term excludes, without limitation, special assessments for specific purposes, assessments for business improvement districts, and/or community development assessments.

Taxing Authority is a state, commonwealth, territory, county, city, parish, or political subdivision thereof, authorized by law to levy, assess, and collect Real Estate Taxes.

Tax Year refers to the 12-month period adopted by a Taxing Authority as its fiscal year for assessing Real Estate Taxes on an annual basis.

Tax Abatement is an authorized reduction in the Lessor's liability for Real Estate Taxes below that determined by applying the generally applicable real estate tax rate to the Fully Assessed (as hereinafter defined) valuation of the Property.

Unadjusted Real Estate Taxes are the full amount of Real Estate Taxes that would be assessed for the Property for one full Tax Year without regard to the Lessor's entitlement to any Tax Abatements (except if such Tax Abatement came into effect after the date of award of the Lease), and not including any late charges, interest or penalties. If a Tax Abatement comes into effect after the date of award of the Lease, "unadjusted Real Estate Taxes" are the full amount of Real Estate Taxes assessed for the Property for one full Tax Year, less the amount of such Tax Abatement, and not including any late charges, interest, or penalties.

Real Estate Tax Base is the unadjusted Real Estate Taxes for the first full Tax Year following the commencement of the Lease term. If the Real Estate Taxes for that Tax Year are not based upon a Full Assessment of the Property, then the Real Estate Tax Base shall be the Unadjusted Real Estate Taxes for the Property for the first full Tax Year for which the Real Estate Taxes are based upon a Full Assessment. Such first full Tax Year may be hereinafter referred to as the Tax Base Year. Alternatively, the Real Estate Tax Base may be an amount negotiated by the parties that reflects an agreed upon base for a Fully Assessed value of the Property.

The Property is deemed to be Fully Assessed (and Real Estate Taxes are deemed to be based on a Full Assessment) only when a Taxing Authority has, for the purpose of determining the Lessor's liability for Real Estate Taxes, determined a value for the Property taking into account the value of all improvements contemplated for the Property pursuant to the Lease, and issued to the Lessor a tax bill or other notice of levy wherein the Real Estate Taxes for the full Tax Year are based upon such Full Assessment. At no time prior to the issuance of such a bill or notice shall the Property be deemed Fully Assessed.

Percentage of Occupancy refers to that portion of the Property exclusively occupied or used by the Government pursuant to the Lease. For Buildings, the Percentage of Occupancy is determined by calculating the ratio of the RSF occupied by the Government pursuant to the Lease to the total RSF in the Building or Buildings so occupied, and shall not take into account the Government's ancillary rights including, but not limited to, parking or roof space for antennas (unless facilities for such ancillary rights are separately assessed). This percentage shall be subject to adjustment to take into account increases or decreases for Space leased by the Government or for rentable space on the Property.

C. Adjustment for changes in Real Estate Taxes. After the Property is Fully Assessed, the Government shall pay its share of any increases and shall receive its share of any decreases in the Real Estate Taxes for the Property, such share of increases or decreases to be referred to herein as "tax adjustment." The amount of the tax adjustment shall be determined by multiplying the Government's Percentage of Occupancy by the difference between the current year Unadjusted Real Estate Taxes and the Real Estate Tax Base, less the portion of such difference not paid due to a Tax Abatement (except if a Tax Abatement comes into effect after the date of award of the Lease). If a Tax Abatement comes into effect after the date of award of the Lease, the amount of the tax adjustment shall be determined by multiplying the Government's Percentage of Occupancy by the difference between the current year Unadjusted Real Estate Taxes and the Real Estate Tax Base. The Government shall pay the tax adjustment in a single annual lump sum payment to the Lessor. In the event that this tax adjustment results in a credit owed to the Government, the Government may elect to receive payment in the form of a rental credit or lump sum payment.

If the Property contains more than one separately assessed parcel, then more than one tax adjustment shall be determined based upon the Percentage of Occupancy, Real Estate Tax Base, and Real Estate Taxes for each respective parcel.

After commencement of the Lease term, the Lessor shall provide to the LCO copies of all real estate tax bills for the Property, all documentation of Tax Abatements, credits, or refunds, if any, and all notices which may affect the assessed valuation of the Property, for the Tax Year prior to the commencement of the Lease Term, and all such documentation for every year following. Lessor acknowledges that the LCO shall rely on the completeness and accuracy of these submissions in order to establish the Real Estate Tax Base and to determine tax adjustments. The LCO may memorialize the establishment of the Real Estate Tax Base by issuing a unilateral administrative lease amendment indicating the base year, the amount of the Real Estate Tax Base, and the Government's Percentage of Occupancy.

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The Real Estate Tax Base is subject to adjustment when increases or decreases to Real Estate Taxes in any Tax Year are attributable to (a) improvements or renovations to the Property not required by this Lease, or (b) changes in net operating income for the Property not derived from this Lease. If either condition results in a change to the Real Estate Taxes, the LCO may re-establish the Real Estate Tax Base as the Unadjusted Real Estate Taxes for the Tax Year the Property is reassessed under such condition, less the amount by which the Unadjusted Real Estate Taxes for the Tax Year prior to reassessment exceeds the prior Real Estate Tax Base.

If this Lease includes any options to renew the term of the Lease, or be otherwise extended, the Real Estate Tax Base for determining tax adjustments during the renewal term or extension shall be the last Real Estate Tax Base established during the base term of the Lease.

If any Real Estate Taxes for the Property are retroactively reduced by a Taxing Authority during the term of the Lease, the Government shall be entitled to a proportional share of any tax refunds to which the Lessor is entitled, calculated in accordance with this Paragraph. Lessor acknowledges that it has an affirmative duty to disclose to the Government any decreases in the Real Estate Taxes paid for the Property during the term of the Lease. Lessor shall annually provide to the LCO all relevant tax records for determining whether a tax adjustment is due, irrespective of whether it seeks an adjustment in any Tax Year.

If the Lease terminates before the end of a Tax Year, or if rent has been suspended, payment for the real estate tax increase due because of this section for the Tax Year will be prorated based on the number of days that the Lease and the rent were in effect. Any credit due the Government after the expiration or earlier termination of the Lease shall be made by a lump sum payment to the Government or as a rental credit to any succeeding Lease, as determined in the LCO's sole discretion. Lessor shall remit any lump sum payment to the Government within 15 calendar days of payment or credit by the Taxing Authority to Lessor or Lessor's designee. If the credit due to the Government is not paid by the due date, interest shall accrue on the late payment at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978, as amended (41 USC § 611), that is in effect on the day after the due date. The interest penalty shall accrue daily on the amount of the credit and shall be compounded in 30-day increments inclusive from the first day after the due date through the payment date. The Government shall have the right to pursue the outstanding balance of any tax credit using all such collection methods as are available to the United States to collect debts. Such collection rights shall survive the expiration of this Lease.

In order to obtain a tax adjustment, the Lessor shall furnish the LCO with copies of all paid tax receipts, or other similar evidence of payment acceptable to the LCO, and a proper invoice (as described in GSA Form 3517, General Clauses, 552.270-31, Prompt Payment) for the requested tax adjustment, including the calculation thereof. All such documents must be received by the LCO within 60 calendar days after the last date the real estate tax payment is due from the Lessor to the Taxing Authority without payment of penalty or interest. FAILURE TO SUBMIT THE PROPER INVOICE AND EVIDENCE OF PAYMENT WITHIN SUCH TIME FRAME SHALL CONSTITUTE A WAIVER OF THE LESSOR'S RIGHT TO RECEIVE A TAX ADJUSTMENT PURSUANT TO THIS PARAGRAPH FOR THE TAX YEAR AFFECTED.

Tax Appeals. If the Government occupies more than 50 percent of the Building by virtue of this and any other Government Lease(s), the Government may, upon reasonable notice, direct the Lessor to initiate a tax appeal, or the Government may elect to contest the assessed valuation on its own behalf or jointly on behalf of Government and the Lessor. If the Government elects to contest the assessed valuation on its own behalf or on behalf of the Government and the Lessor, the Lessor shall cooperate fully with this effort, including, without limitation, furnishing to the Government information necessary to contest the assessed valuation in accordance with the filing requirements of the Taxing Authority, executing documents, providing documentary and testimonial evidence, and verifying the accuracy and completeness of records. If the Lessor initiates an appeal at the direction of the Government, the Government shall have the right to approve the selection of counsel who shall represent the Lessor with regard to such appeal, which approval shall not be unreasonably withheld, conditioned or delayed, and the Lessor shall be entitled to a credit in the amount of its reasonable expenses in pursuing the appeal.

2.08 ADJUSTMENT FOR VACANT PREMISES (OCT 2016)

A. If the Government fails to occupy any portion of the leased Premises or vacates the Premises in whole or in part prior to expiration of the term of the Lease, the rental rate and the base for operating cost adjustments will be reduced using the figure specified in the "Rate for Adjustment for Vacant Leased Premises" paragraph of this Lease.

B. If no rate reduction has been established in this Lease, the rate will be reduced by that portion of the costs per ABOA SF of operating expenses not required to maintain the Space. Said reduction shall occur after the Government gives 30 calendar days' prior notice to the Lessor and shall continue in effect until the Government occupies the vacant Premises or the Lease expires or is terminated.

2.09 OPERATING COSTS ADJUSTMENT (JUN 2012)

A. Beginning with the second year of the Lease and each year thereafter, the Government shall pay annual incremental adjusted rent for changes in costs for cleaning services, supplies, materials, maintenance, trash removal, landscaping, water, sewer charges, heating, electricity, and certain administrative expenses attributable to occupancy.

B. The amount of adjustment will be determined by multiplying the base rate by the annual percent of change in the Cost of Living Index. The percent change will be computed by comparing the index figure published for the month prior to the Lease Term Commencement Date with the index figure published for the month prior which begins each successive 12-month period. For example, a Lease which commences in June of 2005 would use the index published for May of 2005, and that figure would be compared with the index published for May of 2006, May of 2007, and so on, to determine the percent change. The Cost of Living Index will be measured by the Department of Labor revised Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W), U.S. city average, all items, (1982 to 1984 = 100) published by the Bureau of Labor Statistics. Payment will be made with the monthly installment of fixed rent. Rental adjustments will be effective on the anniversary date of the Lease, however, payment of the adjusted rental rate will become due on the first workday of the second month following the publication of the Cost of Living Index for the month prior to the commencement of each 12-month period.

C. In the event of any decreases in the Cost of Living Index occurring during the term of the occupancy under the Lease, the rental amount will be reduced accordingly. The amount of such reductions will be determined in the same manner as increases in rent provided under this paragraph.

D. If the Government exercises an option to extend the Lease term at the same rate as that of the original term, the option price will be based on the adjustment during the original term. Annual adjustments will continue.

2.10 ADDITIONAL POST-AWARD FINANCIAL AND TECHNICAL DELIVERABLES (JUN 2012)

A. If the Lessor is a HUBZone small business concern (SBC) that did not waive the price evaluation preference, the Lessor shall provide a certification within 10 days after Lease award to the LCO (or representative designated by the LCO) that the Lessor was an eligible HUBZone SBC on the date of award. If it is determined within 20 days after award that a HUBZone SBC Offeror that has been awarded the Lease was not an eligible HUBZone SBC at the time of award, and the HUBZone SBC Lessor failed to provide the LCO with information regarding a change to its HUBZone eligibility prior to award, then the Lease shall be subject, at the LCO's discretion, to termination, and the Government will be relieved of all obligations to the Lessor in such an event and not be liable to the Lessor for any costs, claims or damages of any nature whatsoever.

B. Within 14 calendar days after Lease award, the Lessor shall provide to the LCO (or representative designated by the LCO) evidence of:

1. A firm commitment of funds in an amount sufficient to perform the work.
2. The names of at least two proposed construction contractors, as well as evidence of the contractors' experience, competency, and performance capabilities with construction similar in scope to that which is required herein.
3. The license or certification to practice in the state where the Building is located from the individual(s) and/or firm(s) providing architectural and engineering design services.

C. The Government shall have the right to withhold approval of design intent drawings (DIDs) until the conditions specified in sub-paragraphs A and B have been satisfied.

D. Within ten (10) calendar days after the LCO issues the Notice To Proceed (NTP) for TI construction, the Lessor shall provide to the LCO evidence of:

1. Award of a construction contract for TIs with a firm completion date. This date must be in accordance with the construction schedule for TIs as described in the "Schedule for Completion of Space" paragraph of this Lease.
2. Issuance of required permits for construction of the TIs.

2.11 ~~RELOCATION ASSISTANCE ACT (APR 2014)~~ INTENTIONALLY DELETED

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SECTION 3 CONSTRUCTION STANDARDS AND SHELL COMPONENTS

In the event of a conflict between requirements specified herein Section 3 and Exhibit B – Agency Special Requirements, the more stringent of the two shall apply, otherwise Exhibit B shall take precedence. The difference in cost shall be a TI expense.

3.01 ~~LABOR STANDARDS (OCT 2016)~~ INTENTIONALLY DELETED

3.02 WORK PERFORMANCE (JUN 2012)

All work in performance of this Lease shall be done by skilled workers or mechanics and shall be acceptable to the LCO. The LCO may reject the Lessor's workers 1) if such are unlicensed, unskilled, or otherwise incompetent, or 2) if such have demonstrated a history of either untimely or otherwise unacceptable performance in connection with work carried out in conjunction with either this contract or other government or private contracts.

3.03 ENVIRONMENTALLY PREFERABLE PRODUCT REQUIREMENTS (OCT 2016)

A. The Lessor must provide environmentally preferable products as detailed throughout individual paragraphs of this Lease (e.g., Plumbing Fixtures: Water Conservation).

B. When individual paragraphs of this Lease do not contain specific requirements for environmentally preferable products, the Lessor must provide products meeting one of the below environmentally preferable criteria when such products are available. The Lessor can consult the Green Procurement Compilation at WWW.SFTOOL.GOV/GREENPROCUREMENT to determine whether any of these criteria are applicable for a product category.

1. BioPreferred (biobased) products
2. Energy Star products
3. EPA Comprehensive Procurement Guideline designated (recycled content) products
4. EPA Safer Choice labeled products
5. FEMP-designated energy efficient products
6. SNAP (Significant New Alternative Policy) substances
7. WaterSense or other water efficient products

C. The Lessor, if unable to comply with the environmentally preferable products requirements above, must submit a waiver request for each material within the TI pricing submittal. The waiver request shall be based on the following exceptions:

1. Product cannot be acquired competitively within a reasonable performance schedule.
2. Product cannot be acquired that meets reasonable performance requirements.
3. Product cannot be acquired at a reasonable price.
4. An exception is provided by statute.

The price shall be deemed unreasonable when the total life cycle costs are significantly higher for the sustainable product versus the non-sustainable product. Life cycle costs are determined by combining the initial costs of a product with any additional costs or revenues generated from that product during its entire life.

3.04 EXISTING FIT-OUT, SALVAGED, OR REUSED BUILDING MATERIAL (JUN 2012)

A. Items and materials existing in the Premises, or to be removed from the Premises during the demolition phase, are eligible for reuse in the construction phase of the project. The reuse of items and materials is preferable to recycling them; however, items considered for reuse shall be in refurbished condition and shall meet the quality standards set forth by the Government in this Lease. In the absence of definitive quality standards, the Lessor is responsible to confirm that the quality of the item(s) in question shall meet or exceed accepted industry or trade standards for first quality commercial grade applications.

B. The Lessor shall submit a reuse plan to the LCO. The Government will not pay for existing fixtures and other TIs accepted in place. However, the Government will reimburse the Lessor, as part of the TIA, the costs to repair or improve such fixtures or improvements identified on the reuse plan and approved by the LCO.

3.05 CONSTRUCTION WASTE MANAGEMENT (SEP 2015)

A. Recycling construction waste is mandatory for initial space alterations for TIs and subsequent alterations under the Lease.

B. Recycling construction waste means providing all services necessary to furnish construction materials or wastes to organizations which will employ these materials or wastes in the production of new materials. Recycling includes required labor and equipment necessary to separate individual materials from the assemblies of which they form a part.

C. **SUBMITTAL REQUIREMENT:** Prior to construction commencement, a proposed plan following industry standards to recycle construction waste. The construction waste management plan shall quantify material diversion goals and maximize the materials to be recycled and/or salvaged (at least 50 percent) from construction, demolition, and packaging debris. Where the small quantity of material, the extraordinarily complex nature of the waste disposal method, or prohibitive expense for recycling would represent a genuine hardship, the Government, upon written request of the Lessor and approval of the LCO, may permit alternative means of disposal.

D. The Lessor shall recycle the following items during both the demolition and construction phases of the project, subject to economic evaluation and feasibility:

1. Ceiling grid and tile
2. Light fixtures, including proper disposal of any transformers, ballasts, and fluorescent light bulbs
3. Duct work and HVAC equipment
4. Wiring and electrical equipment
5. Aluminum and/or steel doors and frames
6. Hardware
7. Drywall
8. Steel studs
9. Carpet, carpet backing, and carpet padding
10. Wood
11. Insulation
12. Cardboard packaging
13. Pallets
14. Windows and glazing materials
15. All miscellaneous metals (as in steel support frames for filing equipment)
16. All other finish and construction materials.

E. If any waste materials encountered during the demolition or construction phase are found to contain lead, asbestos, polychlorinated biphenyls (PCBs) (such as fluorescent lamp ballasts), or other harmful substances, they shall be handled and removed in accordance with Federal and state laws and requirements concerning hazardous waste.

F. In addition to providing "one time" removal and recycling of large scale demolition items such as carpeting or drywall, the Lessor shall provide continuous facilities for the recycling of incidental construction waste during the initial construction.

G. Construction materials recycling records shall be maintained by the Lessor and shall be accessible to the LCO. Records shall include materials recycled or land-filled, quantity, date, and identification of hazardous wastes.

3.06 WOOD PRODUCTS (OCT 2016)

A. For all new installations of wood products, the Lessor is encouraged to use independently certified forest products. For information on certification and certified wood products, refer to the Forest Stewardship Council United States ([HTTPS://US.FSC.ORG/EN-US](https://us.fsc.org/en-us)), or the Sustainable Forestry Initiative ([HTTP://WWW.SFIPROGRAM.ORG/](http://www.sfiprogram.org/)).

B. New installations of wood products used under this contract shall not contain wood from endangered wood species, as listed by the Convention on International Trade in Endangered Species. The list of species can be found at [HTTP://WWW.WOOD-DATABASE.COM/WOOD-ARTICLES/RESTRICTED-AND-ENDANGERED-WOOD-SPECIES/](http://www.wood-database.com/wood-articles/restricted-and-endangered-wood-species/) or [HTTPS://WWW.FWS.GOV/INTERNATIONAL/PLANTS/CURRENT-CITES-LISTINGS-OF-TREE-SPECIES.HTML](https://www.fws.gov/international/plants/current-cites-listings-of-tree-species.html).

C. Particle board, strawboard, and plywood materials shall comply with Department of Housing and Urban Development (HUD) standards for formaldehyde emission controls. Plywood materials shall not emit formaldehyde in excess of 0.2 parts per million (ppm), and particleboard materials shall not emit formaldehyde in excess of 0.3 ppm.

D. All materials comprised of combustible substances, such as wood plywood and wood boards, shall be treated with fire retardant chemicals by a pressure impregnation process or other methods that treats the materials throughout as opposed to surface treatment.

3.07 ADHESIVES AND SEALANTS (OCT 2016)

All adhesives employed on this project (including, but not limited to, adhesives for carpet, carpet tile, plastic laminate, wall coverings, adhesives for wood, or sealants) shall meet the South Coast Air Quality Management District standards for VOC limits for applicable product types ([HTTP://WWW.AQMD.GOV/HOME/REGULATIONS/COMPLIANCE/VOCS/RULES](http://www.aqmd.gov/home/regulations/compliance/vocs/rules)) as well as the requirements of the manufacturer of the products adhered or involved. The Lessor shall use adhesives and sealants with no formaldehyde or heavy metals. Adhesives and other materials used for the installation of carpets shall be limited to those having a flash point of 140 degrees F or higher.

3.08 BUILDING SHELL REQUIREMENTS (OCT 2016)

A. The Building Shell shall be designed, constructed, and maintained in accordance with the standards set forth herein and completed prior to acceptance of Space. For pricing, fulfillment of all requirements not specifically designated as TIs, Building Specific Amortized Capital, Operating Costs, or other rent components as indicated shall be deemed included in the Shell Rent.

B. Base structure and Building enclosure components shall be complete. All common areas accessible by the Government, such as lobbies, fire egress corridors and stairwells, elevators, garages, and service areas, shall be complete. Restrooms shall be complete and operational. All newly installed Building shell components, including but not limited to, heating, ventilation, and air conditioning (HVAC), electrical, ceilings, sprinklers, etc., shall be furnished, installed, and coordinated with TIs. Circulation corridors are provided as part of the base Building only on multi-tenanted floors where the corridor is common to more than one tenant. On single tenanted floors, only the fire egress corridor(s) necessary to meet code is provided as part of the shell.

C. The Building Shell rental rate shall also include, but is not limited to, costs included listed under Section II of GSA Form 1217, Lessor's Annual Cost Statement, including insurance, taxes, lease commission and management, in addition to profit, reserve costs and loan financing for the Building.

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3.09 RESPONSIBILITY OF THE LESSOR AND LESSOR'S ARCHITECT/ENGINEER (JUN 2012)

A. The Lessor shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by the Lessor under this contract. The Lessor shall, without additional compensation, correct or revise any errors or deficiencies in its designs, drawings, specifications, or other services.

B. THE LESSOR REMAINS SOLELY RESPONSIBLE FOR DESIGNING, CONSTRUCTING, OPERATING, AND MAINTAINING THE LEASED PREMISES IN FULL ACCORDANCE WITH THE REQUIREMENTS OF THE LEASE. The Government retains the right to review and approve many aspects of the Lessor's design, including without limitation, review of the Lessor's design and construction drawings, shop drawings, product data, finish samples, and completed base building and TI construction. Such review and approval is intended to identify potential design flaws, to minimize costly misdirection of effort, and to assist the Lessor in its effort to monitor whether such design and construction comply with applicable laws and satisfy all Lease requirements.

C. Neither the Government's review, approval or acceptance of, nor payment through rent of the services required under this contract, shall be construed to operate as a waiver of any rights under this contract or of any cause of action arising out of the performance of this contract, and the Lessor shall be and remain liable to the Government in accordance with applicable law for all damages to the Government caused by the Lessor's negligent performance of any of the services required under this Lease.

D. Design and construction and performance information is contained throughout several of the documents which comprise this Lease. The Lessor shall provide to space planners, architects, engineers, construction contractors, etc., all information required whether it is found in this Lease, special requirements and attachments, price lists, or design intent drawings. Reliance upon one of these documents to the exclusion of any other may result in an incomplete understanding of the scope of the work to be performed and/or services to be provided.

3.10 QUALITY AND APPEARANCE OF BUILDING (JUN 2012)

The Building in which the Premises are located shall be designed, built and maintained in good condition and in accordance with the Lease requirements. If not new or recent construction, the Building shall have undergone by occupancy, modernization, or adaptive reuse for office space with modern conveniences. The Building shall be compatible with its surroundings. Overall, the Building shall project a professional and aesthetically pleasing appearance including an attractive front and entrance way.

3.11 VESTIBULES (APR 2011)

A. Vestibules shall be provided at public entrances and exits wherever weather conditions and heat loss are important factors for consideration. In the event of negative air pressure conditions, provisions shall be made for equalizing air pressure.

B. The Lessor shall provide permanent entryway systems (such as grilles or grates) to control dirt and particulates from entering the Building at all primary exterior entryways.

3.12 MEANS OF EGRESS (MAY 2015)

A. Prior to occupancy, the Premises and any parking garage areas shall meet or will be upgraded to meet, either the applicable egress requirements in the National Fire Protection Association, Life Safety Code (NFPA 101), or the International Code Council, International Building Code (IBC), each current as of the Lease Award Date, or use an alternative approach or method that achieves an equivalent level of safety deemed acceptable by the Government.

B. The Space shall have unrestricted access to a minimum of two remote exits on each floor of Government occupancy.

C. Interlocking or scissor stairs located on the floor(s) where Space is located shall only count as one exit stair.

D. A fire escape located on the floor(s) where Space is located shall not be counted as an approved exit stair.

E. Doors shall not be locked in the direction of egress unless equipped with special locking hardware in accordance with requirements of NFPA 101 or the IBC.

3.13 AUTOMATIC FIRE SPRINKLER SYSTEM (SEP 2013)

A. Any portion of the Space located below-grade, including parking garage areas, and all areas in a Building referred to as "hazardous areas" (defined in National Fire Protection Association (NFPA) 101) that are located within the entire Building (including non-Government areas) shall be protected by an automatic fire sprinkler system or an equivalent level of safety.

B. For Buildings in which any portion of the Space is on or above the sixth floor, then, at a minimum, the Building up to and including the highest floor of Government occupancy shall be protected by an automatic fire sprinkler system or an equivalent level of safety.

C. For Buildings in which any portion of the Space is on or above the sixth floor, and lease of the Space will result, either individually or in combination with other Government Leases in the Building, in the Government leasing 35,000 or more ANSI/BOMA Office Area SF of Space in the Building, then the entire Building shall be protected throughout by an automatic fire sprinkler system or an equivalent level of safety.

D. Automatic fire sprinkler system(s) shall be installed in accordance with the requirements of NFPA 13, Standard for the Installation of Sprinkler Systems that was in effect on the actual date of installation.

E. Automatic fire sprinkler system(s) shall be maintained in accordance with the requirements of NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-based Fire Protection Systems (current as of the Lease Award Date).

F. "Equivalent level of safety" means an alternative design or system (which may include automatic fire sprinkler systems), based upon fire protection engineering analysis, which achieves a level of safety equal to or greater than that provided by automatic fire sprinkler systems.

3.14 FIRE ALARM SYSTEM (SEP 2013)

A. A Building-wide fire alarm system shall be installed in the entire Building in which any portion of the Space is located on the 3rd floor or higher.

B. The fire alarm system shall be installed in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code, that was in effect on the actual date of installation.

C. The fire alarm system shall be maintained in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code (current as of the Lease Award Date).

D. The fire alarm system shall transmit all fire alarm signals to the local fire department via any of the following means: directly to the local fire department, to the (911) public communications center, to a central station, to a remote supervising station, or to a proprietary supervising station.

E. If the Building's fire alarm control unit is over 25 years old as of the date of award of this Lease, Lessor shall install a new fire alarm system in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code (current as of the Lease Award Date), prior to Government acceptance and occupancy of the Space.

3.15 ENERGY INDEPENDENCE AND SECURITY ACT (MAR 2016)

A. Energy-related Requirements:

1. The Energy Independence and Security Act (EISA) establishes the following requirements for Government Leases in Buildings that have not earned the ENERGY STAR® Label conferred by the Environmental Protection Agency (EPA) within one year prior to the due date for final proposal revisions ("most recent year").

2. If this Lease was awarded under any of EISA's Section 435 statutory exceptions, the Lessor shall either:

a. Earn the ENERGY STAR® Label prior to acceptance of the Space (or not later than one year after the Lease Award Date of a succeeding or superseding Lease); or

b. (i) Complete energy efficiency and conservation improvements if any, agreed to by Lessor in lieu of earning the ENERGY STAR® Label prior to acceptance of the Space (or not later than one year after the Lease Award Date of a succeeding or superseding Lease); and

(ii) Obtain and publicly disclose the Building's current ENERGY STAR® score (using EPA's Portfolio Manager tool), unless the Lessor cannot access whole building utility consumption data, or there is no building category within Portfolio Manager to benchmark against, including spaces—

- I. That are located in States with privacy laws that provide that utilities shall not provide such aggregated information to multitenant building owners; and
- II. For which tenants do not provide energy consumption information to the commercial building owner in response to a request from the building owner. (A Federal agency that is a tenant of the space shall provide to the building owner, or authorize the owner to obtain from the utility, the energy consumption information of the space for the benchmarking and disclosure required by this subparagraph D).
- III. That cannot be benchmarked (scored) using EPA's Portfolio Manager tool because of excessive vacancy; in which case Lessor agrees to obtain the score and publicly disclose it within 120 days of the eligibility to obtain a score using the EPA Portfolio Manager tool.

Note: "public disclosure" means posting the Energy Star® score on state or local websites in those areas that have applicable disclosure mandates, and reporting the score to the Government via Portfolio Manager. In the absence of an applicable state or local disclosure mandate, Lessor shall either generate and display the Energy Star® score in a public space at the building location or post the score on Lessor's or Lessor's Parent/Affiliate website.

3. If this Lease was awarded to a Building to be built or to a Building predominantly vacant as of the due date for final proposal revisions and was unable to earn the ENERGY STAR® label for the most recent year (as defined above) due to insufficient occupancy, but was able to demonstrate sufficient evidence of capability to earn the ENERGY STAR® label, then Lessor must earn the ENERGY STAR® label within 18 months after occupancy by the Government.

4. The Lessor is encouraged to purchase at least 50 percent of the Government tenant's electricity from renewable sources.

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B. Hydrology-related Requirements:

1. Per EISA Section 438, the sponsor of any development or redevelopment project involving a Federal facility with a footprint that exceeds 5,000 square feet shall use site planning, design, construction, and maintenance strategies for the property to maintain or restore, to the maximum extent technically feasible, the predevelopment hydrology of the Property with regard to the temperature, rate, volume, and duration of flow. If the Lessor proposes to satisfy the Government's space requirements through a development or redevelopment project, and the Government will be the sole or predominant tenant such that any other use of the Property will be functionally or quantitatively incidental to the Government's use, the Lessor is required to implement hydrology maintenance and restoration requirements as required by EISA Section 438.

- a. For the purposes of applying EISA Section 438 in this lease, "sponsor" shall mean "Lessor", and "exceeds 5,000 square feet" shall mean construction that disturbs 5,000 square feet or more of land area at the Property or on adjoining property to accommodate the Government's requirements, or at the Property for whatever reason. Information regarding implementation of the hydrology maintenance and restoration requirements can be found at: <http://www.epa.gov/greeningepa/technical-guidance-implementing-stormwater-runoff-requirements-federal-projects>
- b. Lessor is required to implement these hydrology maintenance and restoration requirements to the maximum extent technically feasible, prior to acceptance of the Space, (or not later than one year after the Lease Award Date or Lease Term Commencement Date, whichever is later, of a succeeding or superseding Lease). Additionally, this Lease requires EISA Section 438 storm water compliance not later than one year from the date of any applicable disturbance (as defined in EISA Section 438) of more than 5,000 square feet of ground area if such disturbance occurs during the term of the Lease if the Government is the sole or predominant tenant. In the event the Lessor is required to comply with EISA Section 438, Lessor shall furnish the Government, prior to the filing for permits for the associated work, with a certification from Lessor's engineer that the design meets the hydrology maintenance and restoration requirements of EISA Section 438.

3.16 ELEVATORS (OCT 2016)

A. The Lessor shall provide suitable passenger elevator and, when required by the Government, freight elevator service to any of the Premises not having ground level access. Service shall be available during the normal hours of operation specified in the in this Lease. However, one passenger elevator and, when required by the Government, one freight elevator shall be available at all times for Government use. When a freight elevator is required by the Government, it shall be accessible to the loading areas. When possible, the Government shall be given 24-hour advance notice if the service is to be interrupted for more than 1-1/2 hours. Normal service interruption shall be scheduled outside of the Government's normal working hours. The Lessor shall also use best efforts to minimize the frequency and duration of unscheduled interruptions.

B. Code: Elevators shall conform to the current requirements of the American Society of Mechanical Engineers ASME A17.1/CSA B44, Safety Code for Elevators and Escalators (current as of the Lease Award Date). Elevators shall be provided with Phase I emergency recall operation and Phase II emergency in-car operation in accordance with ASME A17.1/CSA B44. Fire alarm initiating devices (e.g., smoke detectors) used to initiate Phase I emergency recall operation shall be installed in accordance with the requirements of NFPA 72, National Fire Alarm and Signaling Code. The elevators shall be inspected and maintained in accordance with the current edition of the ASME A17.2, Inspector's Manual for Elevators. Except for the reference to ASME A17.1 in ABAAS, Section F105.2.2, all elevators must meet ABAAS requirements for accessibility in Sections 407, 408, and 409 of ABAAS.

C. Safety Systems: Elevators shall be equipped with telephones or other two-way emergency communication systems. The system used shall be marked and shall reach an emergency communication location staffed 24 hours per day, 7 days per week.

D. Speed: The passenger elevators shall have a capacity to transport in 5 minutes 15 percent of the normal population of all upper floors (based on 150 SF per person). Further, the dispatch interval between elevators during the up-peak demand period shall not exceed 35 seconds.

E. Interior Finishes: Elevator cab walls shall be hardwood, marble, granite, or an equivalent pre-approved by the LCO. Elevator cab floors shall be marble, granite, terrazzo, or an equivalent pre-approved by the LCO.

3.17 BUILDING DIRECTORY (APR 2011)

A tamper-proof directory with lock shall be provided in the Building lobby listing the Government agency. It must be acceptable to the LCO.

3.18 FLAGPOLE (SEP 2013) INTENTIONALLY DELETED

3.19 DEMOLITION (JUN 2012)

The Lessor shall remove existing abandoned electric, telephone, and data cabling and devices, as well as any other improvements or fixtures in place to accommodate the Government's requirements. Any demolition of existing improvements that is necessary to satisfy the Government's layout shall be done at the Lessor's expense.

3.20 ACCESSIBILITY (FEB 2007)

The Building, leased Space, and areas serving the leased Space shall be accessible to persons with disabilities in accordance with the Architectural Barriers Act Accessibility Standard (ABAAS), Appendices C and D to 36 CFR Part 1191 (ABA Chapters 1 and 2, and Chapters 3 through 10). To the extent the standard referenced in the preceding sentence conflicts with local accessibility requirements, the more stringent shall apply.

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3.21 CEILINGS (APR 2015)

A complete acoustical ceiling system (which includes grid and lay-in tiles or other Building standard ceiling system as approved by the LCO) throughout the Space and Premises shall be required. The acoustical ceiling system shall be furnished, installed, and coordinated with TIs.

A. Ceilings shall be at a minimum 8 feet and 6 inches and no more than 12 feet and 0 inches measured from floor to the lowest obstruction. Areas with raised flooring shall maintain these ceiling-height limitations above the finished raised flooring. Bulkheads and hanging or surface mounted light fixtures which impede traffic ways shall be avoided. Ceilings shall be uniform in color and appearance throughout the Space, with no obvious damage to tiles or grid.

B. Prior to closing the ceiling, the Lessor shall coordinate with the Government for the installation of any items above the ceiling.

C. Should the ceiling be installed in the Space prior to construction of the TIs, then the Lessor shall be responsible for all costs in regard to the disassembly, storage during construction, and subsequent re-assembly of any of the ceiling components which may be required to complete the TIs. The Lessor shall also bear the risk for any damage to the ceiling or any components thereof during the construction of the TIs.

D. Ceilings shall be a flat plane in each room and shall be suspended and finished as follows unless an alternate equivalent is pre-approved by the LCO:

1. Restrooms. Plastered or spackled and taped gypsum board.
2. Offices and conference rooms. Mineral and acoustical tile or lay in panels with textured or patterned surface and tegular edges or an equivalent pre-approved by the LCO. Tiles or panels shall contain a minimum of 30% recycled content.
3. Corridors and eating/galley areas. Plastered or spackled and taped gypsum board or mineral acoustical tile.

3.22 EXTERIOR AND COMMON AREA DOORS AND HARDWARE (SEP 2013)

A. Exterior Building doors and doors necessary to the lobbies, common areas, and core areas shall be required. This does not include suite entry or interior doors specific to TIs.

B. Exterior doors shall be weather tight and shall open outward. Hinges, pivots, and pins shall be installed in a manner which prevents removal when the door is closed and locked. These doors shall have a minimum clear opening of 32" clear wide x 80" high (per leaf). Doors shall be heavy duty, flush, (1) hollow steel construction, (2) solid core wood, or (3) insulated tempered glass. As a minimum requirement, hollow steel doors shall be fully insulated, flush, #16-gauge hollow steel. Solid-core wood doors and hollow steel doors shall be at least 1-3/4 inches thick. Door assemblies shall be of durable finish and shall have an aesthetically pleasing appearance acceptable to the LCO. The opening dimensions and operations shall conform to the governing building, fire safety, accessibility, and energy codes and/or requirements. Fire door assemblies shall be listed and labeled. Labels on fire door assemblies shall be maintained in a legible condition. Fire door assemblies and their accompanying hardware, including frames and closing devices shall be installed in accordance with the requirements of NFPA 80, Standard for Fire Doors and Other Opening Protectives.

C. Exterior doors and all common area doors shall have door handles or door pulls with heavyweight hinges. All doors shall have corresponding doorstops (wall or floor mounted) and silencers. All public use doors and restroom doors shall be equipped with kick plates. All doors shall have automatic door closers. All Building exterior doors shall have locking devices installed to reasonably deter unauthorized entry.

3.23 DOORS: IDENTIFICATION (APR 2011)

All signage required in common areas unrelated to tenant identification shall be provided and installed by the Lessor.

3.24 WINDOWS (APR 2011)

A. Office Space shall have windows in each exterior bay unless waived by the LCO.

B. All windows shall be weather tight. Operable windows that open shall be equipped with locks. Off-street, ground-level windows and those accessible from fire escapes, adjacent roofs, and other structures that can be opened must be fitted with a sturdy locking device. Windows accessible from fire escapes must be readily operable from the inside of the Building.

3.25 PARTITIONS: GENERAL (APR 2015)

Partitions in public areas shall be marble, granite, hardwood, or drywall covered with durable wall covering or high performance coating, or equivalent pre-approved by the LCO. Newly installed gypsum board material must be Greenguard Gold Certified or have 0 grams per liter of VOCs.

3.26 PARTITIONS: PERMANENT (APR 2015)

Permanent partitions shall extend from the structural floor slab to the structural ceiling slab. They shall be provided by the Lessor as part of shell rent as necessary to surround the Space, stairs, corridors, elevator shafts, restrooms, all columns, and janitor closets. They shall have a flame spread rating of 25 or less and a smoke development rating of 450 or less (ASTM E-84). Stairs, elevators, and other floor openings shall be enclosed by partitions and shall have the fire resistance required by the applicable building code, fire code and ordinances adopted by the jurisdiction in which the Building is located (such as the International Building Code, etc.) current as of the Lease Award Date. Newly installed gypsum board material must be Greenguard Gold Certified or have 0 grams per liter of VOCs.

3.27 INSULATION: THERMAL, ACOUSTIC, AND HVAC (SEP 2013)

- A. All insulation products shall contain recovered materials as required by EPA's CPG and related recycled content recommendations.
- B. No insulation installed with this project shall be material manufactured using chlorofluorocarbons (CFCs), nor shall CFCs be used in the installation of the product.
- C. All insulation containing fibrous materials exposed to air flow shall be rated for that exposure or shall be encapsulated.
- D. Insulating properties for all materials shall meet or exceed applicable industry standards. Polystyrene products shall meet American Society for Testing and Materials (ASTM) C578 91.
- E. All insulation shall be low emitting with not greater than .05 ppm formaldehyde emissions.
- F. The maximum flame spread and smoke developed index for insulation shall meet the requirements of the applicable local codes and ordinances (current as of the Lease Award Date) adopted by the jurisdiction in which the Building is located.

3.28 WALL FINISHES – SHELL (SEP 2015)

- A. All restrooms within the Building common areas of Government-occupied floors shall have 1) ceramic tile, recycled glass tile, or comparable wainscot from the finished floor to a minimum height of 4'-6" and 2) semigloss paint on remaining wall areas, or other finish approved by the Government.
- B. All elevator areas that access the Space and hallways accessing the Space shall be covered with wall coverings not less than 20 ounces per square yard, high performance paint, or an equivalent.

3.29 PAINTING – SHELL (JUN 2012)

- A. The Lessor shall bear the expense for all painting associated with the Building shell. These areas shall include all common areas. Exterior perimeter walls and interior core walls within the Space shall be spackled and prime painted with low VOC primer. If any Building shell areas are already painted prior to TIs, then the Lessor shall repaint, at the Lessor's expense, as necessary during TIs.
- B. The costs for cyclical painting requirements as outlined in Section 6 shall be included in the shell rent.

3.30 FLOORS AND FLOOR LOAD (APR 2015)

- A. All adjoining floor areas shall be of a common level not varying more than 1/4 inch over a 10-foot horizontal run in accordance with the American Concrete Institute standards, non-slip, and acceptable to the LCO.
- B. Under-floor surfaces shall be smooth and level. Office areas shall have a minimum live load capacity of 50 pounds per ABOA SF plus 20 pounds per ABOA SF for moveable partitions. Storage areas shall have a minimum live load capacity of 100 pounds per ABOA SF, including moveable partitions. Lessor may be required to provide a report by a registered structural engineer showing the floor load capacity, at the Lessor's expense. Calculations and structural drawings may also be required.

C. SUBPARAGRAPH INTENTIONALLY DELETED

3.31 FLOOR COVERING AND PERIMETERS – SHELL (SEP 2013)

- A. Exposed interior floors in primary entrances and lobbies shall be marble, granite, or terrazzo. Exposed interior floors in secondary entrances, elevator lobbies, and primary interior corridors shall be high-grade carpet, marble, granite, or terrazzo. Resilient flooring shall be used in telecommunications rooms. Floor perimeters at partitions shall have wood, rubber, vinyl, marble, or carpet base.
- B. Terrazzo, unglazed ceramic tile, recycled glass tile, and/or quarry tile shall be used in all restroom and service areas of Government-occupied floors.
- C. Any alternate flooring must be pre-approved by the LCO.
- D. The costs for cyclical carpet replacement requirements as outlined in Section 6 shall be included in the shell rent.

3.32 MECHANICAL, ELECTRICAL, PLUMBING: GENERAL (APR 2011)

The Lessor shall provide and operate all Building equipment and systems in accordance with applicable technical publications, manuals, and standard procedures. Mains, lines, and meters for utilities shall be provided by the Lessor. Exposed ducts, piping, and conduits are not permitted in office Space.

3.33 BUILDING SYSTEMS (APR 2011)

Whenever requested, the Lessor shall furnish to GSA as part of shell rent, a report by a registered professional engineer(s) showing that the Building and its systems as designed and constructed will satisfy the requirements of this Lease.

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3.34 ELECTRICAL (JUN 2012)

A. The Lessor shall be responsible for meeting the applicable requirements of local codes and ordinances. When codes conflict, the more stringent standard shall apply. Main service facilities shall be enclosed. The enclosure may not be used for storage or other purposes and shall have door(s) fitted with an automatic deadlocking latch bolt with a minimum throw of 1/2 inch. Main distribution for standard office occupancy shall be provided at the Lessor's expense. All floors shall have 120/208 V, 3-phase, 4-wire with bond, 60 hertz electric service available. In no event shall such power distribution (not including lighting and HVAC) for the Space fall below 4 watts per ABOA SF.

B. Main power distribution switchboards and distribution and lighting panel boards shall be circuit breaker type with copper buses that are properly rated to provide the calculated fault circuits. All power distribution panel boards shall be supplied with separate equipment ground buses. All power distribution equipment shall be required to handle the actual specified and projected loads and 10 percent spare load capacity. Distribution panels are required to accommodate circuit breakers for the actual calculated needs and 10 percent spare circuits that will be equivalent to the majority of other circuit breakers in the panel system. Fuses and circuit breakers shall be plainly marked or labeled to identify circuits or equipment supplied through them.

C. Convenience outlets shall be installed in accordance with NFPA Standard 70, National Electrical Code, or local code, whichever is more stringent. The Lessor shall provide duplex utility outlets in restrooms, corridors, and dispensing areas.

3.35 ~~ADDITIONAL ELECTRICAL CONTROLS (JUN 2012)~~ INTENTIONALLY DELETED

3.36 PLUMBING (JUN 2012)

The Lessor shall include the cost of plumbing in common areas. Hot and cold water risers and domestic waste and vent risers, installed and ready for connections that are required for TIs, shall be included in the shell rent.

3.37 DRINKING FOUNTAINS (OCT 2016)

On each floor of Government-occupied Space, the Lessor shall provide a minimum of two drinking fountains with chilled potable water within 200 feet of travel from any Government-occupied area on the floor. The fountains shall comply with Section F211 of the Architectural Barriers Act Accessibility Standard. Potable is defined as water meeting current EPA primary drinking water standards or more stringent, applicable state or local regulations. Municipal or public water systems are required to meet this same standard. The Lessor shall serve as first responder to any occupant complaints about drinking water. The Lessor shall promptly investigate any such complaints and implement the necessary controls to address the complaints and maintain potable water conditions.

3.38 RESTROOMS (OCT 2016)

A. If this Lease is satisfied by new construction or major alterations, Lessor shall provide water closets, sinks and urinals on each floor that is partially or fully occupied by the government per the following schedule. The schedule is per floor and based on a density of one person for each 135 ABOA SF of office Space, allocated as 50% women and 50% men. If major alterations to the restrooms occur during the term of this Lease, the number of fixtures then must meet the schedule as part of the major alterations.

ESTIMATED NUMBER OF EACH GENDER PER FLOOR			(WOMEN'S) WATER CLOSETS	(WOMEN'S) SINKS	(MEN'S) WATER CLOSETS	(MEN'S) URINALS	(MEN'S) SINKS
1	to	8	2	1	1	1	1
9	to	24	3	2	2	1	1
25	to	36	3	2	2	1	2
37	to	56	5	3	3	2	2
57	to	75	6	4	4	2	2
76	to	96	6	5	4	2	3
97	to	119	7	5	5	2	3
120	to	134	9	5	6	3	4
Above 135			3/40	1/24	1/20	1/40	1/30

B. If no new construction or major renovation of a restroom is occurring, compliance with local code is sufficient. Separate restroom facilities for men and women shall be provided in accordance with local code or ordinances, on each floor occupied by the Government in the Building. The facilities shall be located so that employees will not be required to travel more than 200 feet on one floor to reach the restrooms. Each restroom shall have sufficient water closets enclosed with modern stall partitions and doors, urinals (in men's room), and hot (set in accordance with applicable building codes) and cold water. Water closets and urinals shall not be visible when the exterior door is open.

C. Each main restroom shall contain the following:

1. A mirror and shelf above the lavatory.
2. A toilet paper dispenser in each water closet stall that will hold at least two rolls and allow easy, unrestricted dispensing.
3. A coat hook on the inside face of the door to each water closet stall and on several wall locations by the lavatories.
4. At least one modern paper towel dispenser, soap dispenser, and waste receptacle for every two lavatories.
5. A coin-operated sanitary napkin dispenser in women's restrooms with a waste receptacle in each water closet stall.
6. A disposable toilet seat cover dispenser.

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(b) (6)

- 7. A counter area of at least 2 feet, 0 inches in length, exclusive of the lavatories (however, it may be attached to the lavatories) with a mirror above and a ground-fault interrupter-type convenience outlet located adjacent to the counter area. The counter should be installed to minimize pooling or spilling of water at the front edge.
- 8. A floor drain.
- 9. For new installations and major renovations, restroom partitions shall be made from recovered materials as listed in EPA's CPG.

3.39 PLUMBING FIXTURES: WATER CONSERVATION (OCT 2016)

The specifications listed under sub-paragraphs A through C apply for:

- 1. New installations of plumbing fixtures,
 - 2. Replacement of existing plumbing fixtures, or
 - 3. Existing non-conforming fixtures where the Government occupies the full floor.
- A. Water closets must conform to EPA WaterSense or fixtures with equivalent flush volumes must be utilized.
 - B. Urinals must conform to EPA WaterSense or fixtures with equivalent flush volumes must be utilized. Waterless urinals are acceptable.
 - C. Faucets must conform to EPA WaterSense or fixtures with equivalent flow rates must be utilized.

Information on EPA WaterSense fixtures can be found at [HTTP://WWW.EPA.GOV/WATERSENSE/](http://www.epa.gov/watersense/).

3.40 JANITOR CLOSETS (SEP 2015)

Janitor closets shall meet all local codes and ordinances. When not addressed by local code, Lessor shall provide containment drains plumbed for appropriate disposal of liquid wastes in spaces where water and chemical concentrate mixing occurs for maintenance purposes. Disposal is not permitted in restrooms.

3.41 HEATING, VENTILATION, AND AIR CONDITIONING - SHELL (OCT 2016)

- A. Central HVAC systems shall be installed and operational, including, as appropriate, main and branch lines, VAV boxes, dampers, flex ducts, and diffusers, for an open office layout, including all Building common areas. The Lessor shall provide conditioned air through medium pressure duct work at a rate of .75 cubic feet per minute per ABOA SF and systems shall be designed with sufficient systems capacity to meet all requirements in this Lease.
- B. Areas having excessive heat gain or heat loss, or affected by solar radiation at different times of the day, shall be independently controlled.
- C. Equipment Performance. Temperature control for office Spaces shall be provided by concealed central heating and air conditioning equipment. The equipment shall maintain Space temperature control over a range of internal load fluctuations of plus 0.5 W/SF to minus 1.5 W/SF from initial design requirements of the tenant.
- D. Ductwork Re-use and Cleaning. Any ductwork to be reused and/or to remain in place shall be cleaned, tested, and demonstrated to be clean in accordance with the standards set forth by NADCA. The cleaning, testing, and demonstration shall occur immediately prior to Government occupancy to avoid contamination from construction dust and other airborne particulates.
- E. During working hours in periods of heating and cooling, ventilation shall be provided in accordance with the latest edition of the American National Standards Institute, American Society of Heating, Refrigeration and Air-Conditioning Engineers (ANSI/ASHRAE) Standard 62.1, Ventilation for Acceptable Indoor Air Quality.
- F. Heating and air-conditioning air distribution systems (air handling units, VAV boxes, fan coil units, etc.) for the Space shall be equipped with particulate matter air filters that meet the Minimum Efficiency Reporting Value (MERV) specified in the current edition of ANSI/ASHRAE Standard 62.1. Locations that do not meet the EPA National Ambient Air Quality Standards (NAAQS) for particulates (PM 10 or PM 2.5) must be equipped with additional filtration on outdoor air intakes as required in ANSI/ASHRAE Standard 62.1. NAAQS information can be found at [HTTPS://WWW.EPA.GOV/GREEN-BOOK](https://www.epa.gov/green-book).
- G. Restrooms shall be properly exhausted, with a minimum of 10 air changes per hour.
- H. SUBPARAGRAPH INTENTIONALLY DELETED

3.42 TELECOMMUNICATIONS: DISTRIBUTION AND EQUIPMENT (SEP 2016)

- A. Sufficient space shall be provided on the floor(s) where the Government occupies Space for the purposes of terminating telecommunications service into the Building. The Building's telecommunications closets located on all floors shall be vertically-stacked. Telecommunications switch rooms, wire closets, and related spaces shall be enclosed. The enclosure shall not be used for storage or other purposes and shall have door(s) fitted with an automatic door-closer and deadlocking latch bolt with a minimum throw of 1/2 inch. The telephone closets shall include a telephone backboard.
- B. Telecommunications switch rooms, wire closets, and related spaces shall meet applicable Telecommunications Industry Association (TIA) and Electronic Industries Alliance (EIA) standards. These standards include the following:
 - 1. TIA/EIA-568, Commercial Building Telecommunications Cabling Standard,
 - 2. TIA/EIA 569, Commercial Building Standard for Telecommunications Pathways and Spaces,
 - 3. TIA/EIA-570, Residential and Light Commercial Telecommunications Wiring Standard, and

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4. TIA/EIA-607, Commercial Building Grounding and Bonding Requirements for Telecommunications Standard.

C. Telecommunications switch rooms, wire closets, and related spaces shall meet applicable NFPA standards. Bonding and grounding shall be in accordance with NFPA Standard 70, National Electrical Code, and other applicable NFPA standards and/or local code requirements.

3.43 TELECOMMUNICATIONS: LOCAL EXCHANGE ACCESS (JUN 2012)

A. The Government may elect to contract its own telecommunications (voice, data, video, Internet or other emerging technologies) service in the Space. The Government may contract with one or more parties to have INS wiring (or other transmission medium) and telecommunications equipment installed.

B. The Lessor shall allow the Government's designated telecommunications providers access to utilize existing Building wiring to connect its services to the Government's Space. If the existing Building wiring is insufficient to handle the transmission requirements of the Government's designated telecommunications providers, the Lessor shall provide access from the point of entry into the Building to the Government's floor Space, subject to any inherent limitations in the pathway involved.

C. The Lessor shall allow the Government's designated telecommunications providers to affix telecommunications antennas (high frequency, mobile, microwave, satellite, or other emerging technologies), subject to weight and wind load conditions, to roof, parapet, or Building envelope as required. Access from the antennas to the Premises shall be provided.

D. The Lessor shall allow the Government's designated telecommunications providers to affix antennas and transmission devices throughout the Space and in appropriate common areas frequented by the Government's employees to allow the use of cellular telephones and communications devices necessary to conduct business.

3.44 LIGHTING: INTERIOR AND PARKING - SHELL (OCT 2016)

Refer to Exhibit B – Agency Requirements for additional details and requirements pertaining to this section.

NOTE: FOR PRICING ESTIMATING PURPOSES, FIXTURES WILL BE INSTALLED AT THE AVERAGE RATIO OF 1 FIXTURE PER 80 ABOA SF.

A. INTERIOR FIXTURES: High efficiency T-8, T-5, or LED light fixtures (and associated ballasts or drivers) shall be installed as either ceiling grid or pendant mounted for an open-office plan. Ceiling grid fixtures shall be either 2' wide by 4' long or 2' wide by 2' long. Lessor shall provide, as part of Shell Rent, a minimum overall lighting fixture efficiency of 85 percent. Lamps shall maintain a uniform color level throughout the lease term.

B. LIGHTING LEVELS: Fixtures shall have a minimum of two tubes and shall provide 50 foot-candles at desktop level (30" above finished floor) with a maximum uniformity ratio of 1.5:1. Lessor shall provide, as part of Shell Rent, 10 average foot-candles in all other Building areas within the Premises with a uniformity ratio of 4:1. Emergency egress lighting levels shall be provided in accordance with the local applicable building codes (but not less than 1 foot-candle) by either an onsite emergency generator or fixture mounted battery packs.

C. POWER DENSITY:

Existing Buildings: The maximum fixture power density shall not exceed 1.4 watts per ABOA SF.

New Construction: The maximum fixture power density shall not exceed 1.1 watts per ABOA SF.

D. DAYLIGHTING CONTROLS: If the Lease is more than 10,000 ABOA SF, the Lessor shall provide daylight dimming controls in atriums or within 15 feet of windows and skylights where daylight can contribute to energy savings. Daylight harvesting sensing and controls shall be either integral to the fixtures or ceiling mounted and shall maintain required lighting levels in work spaces.

E. OCCUPANCY/VACANCY SENSORS: The Lessor shall provide ceiling mount occupancy sensors, or vacancy sensors (preferred), or scheduling controls through the building automation system (BAS) throughout the Space in order to reduce the hours that the lights are on when a particular space is unoccupied. No more than 1,000 square feet shall be controlled by any one sensor. Occupancy sensors in enclosed rooms shall continue to operate after the BAS has shutdown the building at the end of the workday.

F. BUILDING PERIMETER:

1. Exterior parking areas, vehicle driveways, pedestrian walks, and the Building perimeter lighting levels shall be designed per Illuminating Engineering Society (IES) standards. Provide 5 foot-candles for doorway areas, 3 foot-candles for transition areas and at least 1 foot-candle at the surface throughout the parking lot. Parking lot fixtures shall provide a maximum to minimum uniformity ratio of 15:1 and a maximum to average uniformity ratio of 4:1.

2. If the leased space is 100 percent occupied by Government tenants, all exterior parking lot fixtures shall be "Dark Sky" compliant with no property line trespass.

G. PARKING STRUCTURES: The minimum illuminance level for parking structures is 5 foot-candles as measured on the floor with a uniformity ratio of 10:1.

H. PARKING SENSORS: If the leased space is 100 percent occupied by Government tenants, exterior parking area and parking structure lighting shall be sensor or BAS controlled in order that it may be programmed to produce reduced lighting levels during non use. This non-use time period will normally be from 11:00 pm to 6:00 am.

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I. **EXTERIOR POWER BACKUP:** Exterior egress, walkway, parking lot, and parking structure lighting must have emergency power backup to provide for safe evacuation of the Building.

3.45 ACOUSTICAL REQUIREMENTS (JUN 2012)

Refer to Exhibit B – Agency Requirements for additional details and requirements pertaining to this section.

A. **Reverberation Control.** Private office and conference rooms using suspended acoustical ceilings shall have a noise reduction coefficient (NRC) of not less than 0.65 in accordance with ASTM C-423. Open office using suspended acoustical ceilings shall have an NRC of not less than 0.75. Private offices, conference rooms, and open offices using acoustical cloud or acoustical wall panels with a minimum of 70% coverage shall have an NRC of not less than 0.85.

B. **Ambient Noise Control.** Ambient noise from mechanical equipment shall not exceed noise criteria curve (NC) 35 in accordance with the ASHRAE Handbook of Fundamentals in offices and conference rooms; NC 40 in corridors, cafeterias, lobbies, and restrooms; NC 50 in other spaces.

C. **Noise Isolation.** Rooms separated from adjacent spaces by ceiling high partitions (not including doors) shall not be less than the following noise isolation class (NIC) standards when tested in accordance with ASTM E-336:

- Conference rooms: NIC 40
- Offices: NIC 35

D. **Testing.** The LCO may require, at Lessor's expense, test reports by a qualified acoustical consultant showing that acoustical requirements have been met.

3.46 SECURITY FOR NEW CONSTRUCTION (NOV 2006) INTENTIONALLY DELETED

3.47 SEISMIC SAFETY FOR NEW CONSTRUCTION (SEP 2012) INTENTIONALLY DELETED

3.48 FIRE PROTECTION FOR NEW CONSTRUCTION (APR 2016) INTENTIONALLY DELETED

3.49 GREEN BUILDING RATING CERTIFICATION FOR NEW CONSTRUCTION (OCT 2016) INTENTIONALLY DELETED

3.50 GREEN BUILDING RATING CERTIFICATION FOR TENANT INTERIORS (OCT 2016) INTENTIONALLY DELETED

3.51 INDOOR AIR QUALITY DURING CONSTRUCTION (OCT 2016)

A. The Lessor shall provide to the Government safety data sheets (SDS) or other appropriate documents upon request, but prior to installation or use for the following products, including but not limited to, adhesives, caulking, sealants, insulating materials, fireproofing or fire stopping materials, paints, carpets, floor and wall patching or leveling materials, lubricants, clear finishes for wood surfaces, janitorial cleaning products, and pest control products.

B. The LCO may eliminate from consideration products with significant quantities of toxic, flammable, corrosive, or carcinogenic material and products with potential for harmful chemical emissions. Materials used often or in large quantities will receive the greatest amount of review.

C. All SDS shall comply with Occupational Safety and Health Administration (OSHA) requirements for the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). The Lessor and its agents shall comply with all recommended measures in the SDS to protect the health and safety of personnel.

D. To the greatest extent possible, the Lessor shall sequence the installation of finish materials so that materials that are high emitters of volatile organic compounds (VOCs) are installed and allowed to cure before installing interior finish materials, especially soft materials that are woven, fibrous, or porous in nature, that may adsorb contaminants and release them over time.

E. Where demolition or construction work occurs adjacent to occupied Space, the Lessor shall erect appropriate barriers (noise, dust, odor, etc.) and take necessary steps to minimize interference with the occupants. This includes maintaining acceptable temperature, humidity, and ventilation in the occupied areas during window removal, window replacement, or similar types of work.

F. **HVAC during Construction:** If air handlers are used during construction, the Lessor shall provide filtration media with a MERV of 8 at each return air grill, as determined by the latest edition of ASHRAE Standard 52.2, Method of Testing General Ventilation Air Cleaning Devices for Removal Efficiency by Particle Size. The permanent HVAC system may be used to move both supply and return air during the construction process only if the following conditions are met:

1. A complete air filtration system with 60 percent efficiency filters is installed and properly maintained;
2. No permanent diffusers are used;
3. No plenum type return air system is employed;
4. The HVAC duct system is adequately sealed to prevent the spread of airborne particulate and other contaminants; and
5. Following the Building "flush out," all duct systems are vacuumed with portable high-efficiency particulate arrestance (HEPA) vacuums and documented clean in accordance with National Air Duct Cleaners Association (NADCA) specifications.

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G. Flush-Out Procedure:

1. HVAC flush-out shall commence after construction ends and the Building has been completely cleaned. All interior finishes, such as millwork, doors, paint, carpet, acoustic tiles, and movable furnishings (e.g., workstations, partitions), must be installed, and major VOC punch list items must be finished.

2. Prior to occupancy, Lessor shall install new filtration media and perform a building flush-out by supplying a total air volume of 14,000 cubic feet of outdoor air per square foot of gross floor area while maintaining an internal temperature of at least 60°F (15°C) and no higher than 80°F (27°C) and relative humidity no higher than 60%.

3. If the LCD determines that occupancy is required before flush-out can be completed, the Space may be occupied only after delivery of a minimum of 3,500 cubic feet of outdoor air per square foot of gross floor area while maintaining an internal temperature of at least 60°F (15°C) and no higher than 80°F (27°C) and relative humidity no higher than 60%. Once the Space is occupied, it must be ventilated at a minimum rate of 0.30 cubic foot per minute (cfm) per square foot of outdoor air or greater. During each day of the flush-out period, ventilation must begin at least three hours before occupancy and continue during occupancy. These conditions must be maintained until a total of 14,000 cubic feet per square foot of outdoor air (4 270 liters of outdoor air per square meter) has been delivered to the space.

3.52 SYSTEMS COMMISSIONING (APR 2011)

The Lessor shall incorporate commissioning requirements to verify that the installation and performance of energy consuming systems meet the Government's project requirements. The commissioning shall cover only work associated with TIs or alterations or at a minimum: heating, ventilating, air conditioning and refrigeration (HVAC&R) systems and associated controls, lighting controls, and domestic hot water systems.

~~3.53 DUE-DILIGENCE-AND-NATIONAL-ENVIRONMENTAL-POLICY-ACT-REQUIREMENTS-LEASE-(SEP-2014) INTENTIONALLY DELETED~~

~~3.54 NATIONAL-HISTORIC-PRESERVATION-ACT-REQUIREMENTS-LEASE-(SEP-2014) INTENTIONALLY DELETED~~

~~3.55 DESIGN-EXCELLENCE-LEASE-(OCT-2016) INTENTIONALLY DELETED~~

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SECTION 4 DESIGN, CONSTRUCTION, AND POST AWARD ACTIVITIES

4.01 SCHEDULE FOR COMPLETION OF SPACE (OCT 2016)

Design and construction activities for the Space shall commence upon Lease award. The Lessor shall schedule the following activities to achieve timely completion of the work required by this Lease:

A. Government-Provided Design Intent Drawings (DIDs): The Government shall prepare and provide to the Lessor the Government's approved DIDs based upon the base Building documents provided by the Lessor as required in the paragraph titled "Documents Incorporated in the Lease" paragraph of this Lease. These DIDs will detail the TIs to be made by the Lessor within the Space. DIDs shall be due to the Lessor within 90 calendar days from the later of award or delivery of final floor plans from the Lessor to the Government.

B. DIDs. For the purposes of this Lease, DIDs are defined as fully dimensioned drawings of the leased Space which reflect all Lease requirements provided by the Government sufficient for the preparation of construction documents (CDs), including, but not limited to:

1. Generic furniture layout, wall, door, and built-in millwork locations;
2. Telephone, electrical, and data outlet types and locations;
3. Information necessary for calculation of electrical and HVAC loads;
4. Work related to security requirements; and
5. All finish selections.

C. SUBPARAGRAPH INTENTIONALLY DELETED

D. The Lessor's preparation and submission of construction documents (CDs): The Lessor as part of the TI must complete CDs conforming to the approved DIDs not later than 30 calendar days following the approval of DIDs. The pricing for this work is included under the A/E fees established under Section 1 of the Lease. If during the preparation of CDs the Lessor becomes aware that any material requirement indicated in the approved DIDs cannot be reasonably achieved, the Lessor shall promptly notify GSA, and shall not proceed with completion of CDs until direction is received from the LCO. The LCO shall provide direction within 7 calendar days of such notice, but the Government shall not be responsible for delays to completion of CDs occasioned by such circumstances. For the purpose of this paragraph, a "material requirement" shall mean any requirement necessary for the Government's intended use of the Space as provided for in, or reasonably inferable from, the Lease and the approved DIDs (e.g., number of workstations and required adjacencies).

E. Government review of CDs: The Government shall have 14 calendar days to review CDs before Lessor proceeds to prepare a TI price proposal for the work described in the CDs. At any time during this period of review, the Government shall have the right to require the Lessor to modify the CDs to enforce conformance to Lease requirements and the approved DIDs.

F. The Lessor's preparation and submission of the TI price proposal: The Lessor shall prepare and submit a complete TI price proposal in accordance with this Lease within 30 calendar days following the end of the Government CD review period.

G. SUBPARAGRAPH INTENTIONALLY DELETED

H. Negotiation of TI and BSAC price proposals and issuance of notice to proceed (NTP): The Government shall issue NTP within 21 calendar days following the submission of the TI and BSAC price proposals, unless these have been priced as turnkey, provided that price proposals conform to the requirements of the Lease and the parties negotiate a fair and reasonable price.

I. Construction of TIs and completion of other required construction work: The Lessor shall complete all work required to prepare the Premises as required in this Lease ready for use not later than 120 calendar days following issuance of NTP.

4.02 CONSTRUCTION DOCUMENTS (SEP 2012)

The Lessor's CDs shall include all mechanical, electrical, plumbing, fire protection, life safety, lighting, structural, security, and architectural improvements scheduled for inclusion into the Space. CDs shall be annotated with all applicable specifications. CDs shall also clearly identify TIs already in place and the work to be done by the Lessor or others. Notwithstanding the Government's review of the CDs, the Lessor is solely responsible and liable for their technical accuracy and compliance with all applicable Lease requirements.

4.03 TENANT IMPROVEMENTS PRICE PROPOSAL (OCT 2016)

A. The Lessor's TI price proposal shall be supported by sufficient cost or pricing data to enable the Government to evaluate the reasonableness of the proposal, or documentation that the Proposal is based upon competitive proposals (as described below) obtained from entities not affiliated with the Lessor. Any work shown on the CDs that is required to be included in the Building shell rent or already priced as BSAC shall be clearly identified and excluded from the TI price proposal. After negotiation and acceptance of the TI price, GSA shall issue a NTP to the Lessor.

B. Under the provisions of FAR Subpart 15.4, the Lessor shall submit a TI price proposal with information that is adequate for the Government to evaluate the reasonableness of the price or determining cost realism for the TIs within the time frame specified in this section. The TI price proposal shall use the fee rates specified in the "Tenant Improvement Fee Schedule" paragraph of this Lease. The Lessor shall exclude from the TI price proposal all costs for fixtures and/or other TIs already in place, provided the Government has accepted same. However, the Lessor will be reimbursed for costs to repair or improve the fixture(s) and/or any other improvements already in place. The Lessor must provide certified cost or pricing data for TI proposals exceeding the threshold in FAR 15.403-4, to establish a fair and reasonable price. For TI proposals that do not exceed the threshold in FAR 15.403-4, the Lessor shall submit adequate documentation to support the reasonableness of the price proposal as determined by the LCO.

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C. The TIs scope of work includes the Lease, the DIDs, the CDs, and written specifications. In cases of discrepancies, the Lessor shall immediately notify the LCO for resolution. All differences will be resolved by the LCO in accordance with the terms and conditions of the Lease.

D. In lieu of requiring the submission of detailed cost or pricing data as described above, the Government (in accordance with FAR 15.403) is willing to negotiate a price based upon the results of a competitive proposal process. A minimum of two qualified General Contractors (GCs) shall be invited by the Lessor to participate in the competitive proposal process. Each participant shall compete independently in the process. In the absence of sufficient competition from the GCs, a minimum of two qualified subcontractors from each trade of the Tenant Improvement Cost Summary (TICS) Table (described below) shall be invited to participate in the competitive proposal process. In lieu of the use of a GC, the Government has agreed that the Lessor may perform the work using a construction manager (CM). If the Lessor chooses to utilize this approach, the CM shall perform all duties required of a GC, and reference to a GC hereinafter shall refer to the selected CM.

E. Each TI proposal shall be (1) submitted by the proposed General Contractors (or subcontractors) using the TICS Table in CSI Masterformat; (2) reviewed by the Lessor prior to submission to the Government to ensure compliance with the scope of work (specified above) and the proper allocation of shell and TI costs; and (3) reviewed by the Government. General Contractors shall submit the supporting bids from the major subcontractors along with additional backup to the TICS Table in a format acceptable to the Government. Backup will follow the TICS table Master format cost elements and be to level 5 as described in P-120, Project Estimating Requirements for the Public Buildings Service.

F. Unless specifically designated in this Lease as a TI or BSAC cost, all construction costs shall be deemed to be included in the Shell Rent. Any costs in the GC's proposal for Building shell items shall be clearly identified on the TICS Table separately from the TI costs.

G. The Government reserves the right to determine if bids meet the scope of work, that the price is reasonable, and that the Lessor's proposed contractors are qualified to perform the work. The Government reserves the right to reject all bids at its sole discretion. The Government reserves the right to attend or be represented at all negotiation sessions between the Lessor and potential contractors.

H. The Lessor shall demonstrate to the Government that best efforts have been made to obtain the most competitive prices possible, and the Lessor shall accept responsibility for all prices through direct contracts with all contractors. The LCO shall issue to the Lessor a NTP with the TIs upon the Government's sole determination that the Lessor's proposal is acceptable. The Lessor shall complete the work within the time frame specified in this section of the Lease.

4.04 BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC) PRICE PROPOSAL (SEP 2016) INTENTIONALLY DELETED

4.05 GREEN LEASE SUBMITTALS (OCT 2016)

The Lessor shall submit to the LCO:

- A. Product data sheets for floor coverings, paints and wall coverings, ceiling materials, all adhesives, wood products, suite and interior doors, subdividing partitions, wall base, door hardware finishes, window coverings, millwork substrate and millwork finishes, lighting and lighting controls, and insulation to be used within the leased Space. This information must be submitted NO LATER THAN the submission of the DIDs, if applicable.
- B. SDS or other appropriate documents upon request for products listed in the Lease.
- C. Re-use plan required in accordance with the "Existing Fit-out, Salvaged, or Re-used Building Material" paragraph in the Lease.
- D. Any waiver needed when not using materials from the CPG and RMAN lists of acceptable products in accordance with the "Environmentally Preferable Product Requirements" paragraph in the Lease.
- E. Radon test results as may be required by the "Radon in Air" and "Radon in Water" paragraphs in the Lease.
- F. Construction waste management plan: Prior to construction commencement, a proposed plan following industry standards to recycle construction waste. The construction waste management plan shall quantify material diversion goals and maximize the materials to be recycled and/or salvaged (at least 50 percent) from construction, demolition, and packaging debris. Where the small quantity of material, the extraordinarily complex nature of the waste disposal method, or prohibitive expense for recycling would represent a genuine hardship, the Government, upon written request of the Lessor and approval of the LCO, may permit alternative means of disposal.
- G. Building recycling service plan: A Building recycling service plan with floor plans annotating recycling area(s) as part of DIDs, if applicable, to be reflected on the CD submission.
- H. A signed statement from the Lessor for the leased Space explaining how all HVAC systems serving the leased Space will achieve the desired ventilation of the Space during the flush-out period called for in the Lease.
- I. A written commissioning plan submitted to the LCO upon the completion of CDs, if applicable, that includes:
 - 1. A schedule of systems commissioning (revised as needed during all construction phases of the project, with such revisions provided to the LCO immediately); and
 - 2. A description of how commissioning requirements will be met and confirmed.
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K. If renewable source power is purchased, documentation within 9 months of occupancy.

4.06 CONSTRUCTION SCHEDULE AND INITIAL CONSTRUCTION MEETING (APR 2011)

The Lessor shall furnish a detailed construction schedule (such as Critical Path Method) to the Government within 7 calendar days of issuance of the NTP. Such schedule shall also indicate the dates available for Government contractors to install telephone/data lines or equipment, if needed. Within 14 calendar days of NTP, the Lessor shall initiate a construction meeting. The Lessor will have contractor representatives including its architects, engineers, general contractor and sub-contractor representatives in attendance. The Lessor shall keep meeting minutes of discussion topics and attendance.

4.07 PROGRESS REPORTS (JUN 2012)

After start of construction, the Lessor shall submit to the LCO written progress reports at intervals of 14 calendar days. Each report shall include information as to the percentage of the work completed by phase and trade; a statement as to expected completion and occupancy dates; changes introduced into the work; and general remarks on such items as material shortages, strikes, weather, etc, that may affect timely completion. In addition, at the Government's discretion, the Lessor shall conduct meetings every two weeks to brief Government personnel and/or contractors regarding the progress of design and construction of the Space. The Lessor shall be responsible for taking and distributing minutes of these meetings.

4.08 CONSTRUCTION INSPECTIONS (SEP 2015)

A. The LCO or the LCO's designated technical representative may periodically inspect construction work to review compliance with Lease requirements and approved DIDs, if applicable.

B. Periodic reviews, witnessing of tests, and inspections by the Government shall not constitute approval of the Lessor's apparent progress toward meeting the Government's objectives but are intended to discover any information which the LCO may be able to call to the Lessor's attention to prevent costly misdirection of effort. The Lessor shall remain responsible for designing, constructing, operating, and maintaining the Building in full accordance with the requirements of the Lease.

4.09 ACCESS BY THE GOVERNMENT PRIOR TO ACCEPTANCE (SEP 2013)

The Government shall have the right to access any space within the Building during construction for the purposes of performing inspections or installing Government furnished equipment. The Government shall coordinate the activity of Government contractors with the Lessor to minimize conflicts with and disruption to other contractors on site. Access shall not be unreasonably denied to authorized Government officials including, but not limited to, Government contractors, subcontractors, or consultants acting on behalf of the Government on this project.

4.10 ACCEPTANCE OF SPACE AND CERTIFICATE OF OCCUPANCY (SEP 2015)

A. Ten (10) Working Days prior to the completion of the Space, the Lessor shall issue written notice to the Government to schedule the inspection of the Space for acceptance. The Government shall accept the Space only if the construction of Building shell and TIs conforming to this Lease and the approved DIDs, if applicable, is substantially complete, a Certificate of Occupancy (C of O) has been issued as set forth below, and the Building improvements necessary for acceptance as described in the paragraph "Building Improvements" are completed.

B. The Space shall be considered substantially complete only if the Space may be used for its intended purpose, and completion of remaining work will not interfere unreasonably with the Government's enjoyment of the Space. Acceptance shall be final and binding upon the Government with respect to conformance of the completed TIs to the approved DIDs, with the exception of items identified on a punch list generated as a result of the inspection, concealed conditions, latent defects, or fraud, but shall not relieve the Lessor of any other Lease requirements.

C. The Lessor shall provide a valid C of O, issued by the local jurisdiction, for the intended use of the Government. If the local jurisdiction does not issue C of O's or if the C of O is not available, the Lessor may satisfy this condition by providing a report prepared by a licensed fire protection engineer that indicates the Space and Building are compliant with all applicable local codes and ordinances and all fire protection and life safety-related requirements of this Lease.

D. The Government will not be required to accept space prior to the schedule outlined in this Lease.

4.11 LEASE TERM COMMENCEMENT DATE AND RENT RECONCILIATION (JUN 2012)

At acceptance, the Space shall be measured in accordance with the standards set forth in this Lease to determine the total ABOA SF in the Space. The rent for the Space will be adjusted based upon the measured ABOA square footage as outlined under the Payment clause of the General Clauses. At acceptance, the Lease term shall commence. The Lease Term Commencement Date, final measurement of the Premises, reconciliation of the annual rent, and amount of Commission Credit, if any, shall be memorialized by Lease Amendment.

4.12 AS-BUILT DRAWINGS (JUN 2012)

Not later than 30 calendar days after the acceptance of the Space, the Lessor, at Lessor's expense, shall furnish to the Government a complete set of Computer Aided Design (CAD) files of as-built floor plans showing the Space under Lease, as well as corridors, stairways, and core areas. The plans shall have been generated by a CAD program which is compatible with the latest release of AutoCAD. The required file extension is ".DWG." Clean and purged files shall be submitted on CD-ROM. They shall be labeled with Building name, address, list of drawing(s), date of the drawing(s), and Lessor's architect and architect's phone number. The Lessor's operator shall demonstrate the submission on GSA equipment, if requested by the LCO.

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4.13 LIQUIDATED DAMAGES (JUN 2012)

In case of failure on the part of the Lessor to complete the work within the time fixed in the Lease, the Lessor shall pay the Government as fixed and agreed liquidated damages the monetary equivalent of one day's rent for each and every calendar day that the delivery is delayed beyond the date specified for delivery of all the Space ready for occupancy by the Government. This remedy is not exclusive and is in addition to any other remedies which may be available under this Lease or at law. This liquidated sum is not meant as a penalty, but as an approximation of actual damages that would be suffered by the Government because of the Lessor's delay, unless such late delivery is caused by Tenant delays, other faults of Tenant, force majeure or other reasons outside of Lessor's control including without limitation the time it takes for the City to issue a building permit after application therefor (in which case the time fixed for delivery shall be extended by one day for each day of delay caused by such Tenant delays, other faults of Tenant, and/or force majeure).

4.14 ~~SEISMIC RETROFIT (SEP 2013)~~ INTENTIONALLY DELETED

4.15 LESSOR'S PROJECT MANAGEMENT FEE (SEP 2013)

A. The Lessor's project management fee shall cover all of the Lessor's project management costs associated with the delivery of Tenant Improvements, including, but not limited to:

1. Legal fees
2. Travel costs
3. Insurance
4. Home office overhead and other indirect costs
5. Carrying costs, exclusive of the TI amortization rate. Carrying costs are those costs of capital incurred for the delivery of TI, for the period starting from Lessor's outlay of funds, until the Lease Term Commencement Date.
6. Municipal, county, or state fees (not related to sales tax)
7. TI proposal preparation costs
8. Lessor's labor costs related to the management of the TI build-out.

B. At a minimum, the Lessor shall be responsible for performing the following services in order to receive the project management fee:

1. Provide assistance and expertise to the Government project team in the form of coordination, management, and administration of the design and construction process;
2. Monitor performance of the general contractor and other contractors, control schedules, and oversee financial accounts;
3. Conduct and document design and construction project meetings;
4. Perform administrative tasks, including documentation, record keeping (issuing meeting minutes), and payment validation in addition to submittal and change order processing;
5. Maintain Request for Information (RFI), submittal, and change order logs; and
6. Provide technical expertise (e.g. testing, estimating, resolving claims, or responding to inquiries).

SECTION 5 TENANT IMPROVEMENT COMPONENTS

In the event of a conflict between requirements specified herein Section 5 and Exhibit B – Agency Special Requirements, Exhibit B shall take precedence.

5.01 TENANT IMPROVEMENT REQUIREMENTS (OCT 2016)

The TIs shall be designed, constructed, and maintained in accordance with the standards set forth in this Lease. For pricing, only those requirements designated within this Section 5, or designated as TIs within the attached agency requirements and Security Requirements, shall be deemed to be TI costs.

5.02 ~~TENANT IMPROVEMENT SPECIFICATIONS (SEP 2016)~~ INTENTIONALLY DELETED

5.03 FINISH SELECTIONS (SEP 2015)

The Lessor must consult with the Government prior to developing a minimum of three (3) finish options to include coordinated samples of finishes for all interior elements such as paint, wall coverings, base coving, carpet, window treatments, laminates, and flooring. All samples provided must comply with specifications set forth elsewhere in this Lease. All required finish option samples must be provided at no additional cost to the Government within 10 Working Days after initial submission of DIDs, if applicable. GSA must deliver necessary finish selections to the Lessor within 10 Working Days after receipt of samples. The finish options must be approved by GSA prior to installation. The Lessor may not make any substitutions after the finish option is selected.

5.04 WINDOW COVERINGS (JUN 2012)

A. Window Blinds. All exterior windows shall be equipped with window blinds in new or like new condition, which shall be provided as part of the TIs. The blinds may be aluminum or plastic vertical blinds, horizontal blinds with aluminum slats of one-inch width or less, solar fabric roller shades, or an equivalent product pre-approved by the Government. The window blinds shall have non-corroding mechanisms and synthetic tapes. Color selection will be made by the Government.

B. Draperies:

1. If draperies are required, they shall be part of the TIs and the following minimum specifications shall apply:
 - a. Fabrics shall be lined with either white or off-white plain lining fabric suited to the drapery fabric weight. Draperies shall be floor, apron, or sill length, as specified by the Government, and shall be wide enough to cover window and trim. Draperies shall be hung with drapery hooks on well-anchored heavy duty traverse rods. Traverse rods shall draw from the center, right, or left side.
 - b. Construction. Any draperies to be newly installed shall be made as follows:
 - i. Fullness of 100 percent, including overlap, side hems, and necessary returns;
 - ii. Double headings of 4 inches turned over a 4-inch permanently finished stiffener;
 - iii. Doubled side hems of 1-1/2 inches; 4-inch doubled and blind stitched bottom hems;
 - iv. Three-fold pinch pleats;
 - v. Safety stitched intermediate seams;
 - vi. Matched patterns;
 - vii. Tacked corners; and,
 - viii. No raw edges or exposed seams.
 - c. Use of existing draperies must be approved by the Government.

5.05 DOORS: SUITE ENTRY (SEP 2013)

Suite entry doors shall be provided as part of the TIs and shall have a minimum clear opening of 32" wide x 84" high (per leaf). Doors shall meet the requirements of being a flush, solid core, 1-3/4-inch thick, wood door with a natural wood veneer face or an equivalent pre-approved by the Government. Hollow core wood doors are not acceptable. They shall be operable by a single effort; and shall meet the requirement of NFPA 101, Life Safety Code or the International Building Code (current as of the Lease Award Date). Doors shall be installed in a metal frame assembly which is primed and finished with a low VOC semi gloss oil-based paint finish with no formaldehyde.

5.06 DOORS: INTERIOR (SEP 2013)

Doors within the Space shall be provided as part of the TIs and shall have a minimum clear opening of 32" wide x 80" high. Doors shall be flush, solid core, wood with a natural wood veneer face or an equivalent door pre-approved by the LCO. Hollow core wood doors are not acceptable. They shall be operable with a single effort, and shall meet the requirements of NFPA 101, Life Safety Code or the International Building Code (current as of the Lease Award Date). Doors shall be installed in a metal frame assembly which is primed and finished with a low VOC semi-gloss oil-based paint with no formaldehyde.

5.07 DOORS: HARDWARE (SEP 2013)

Doors shall have door handles or door pulls with heavyweight hinges. The Lessor is encouraged to avoid the use of chrome-plated hardware. All doors shall have corresponding doorstops (wall- or floor-mounted) and silencers. All door entrances leading into the Space from public corridors and exterior doors shall have automatic door closers. Doors designated by the Government shall be equipped with 5-pin, tumbler cylinder locks and strike plates. All locks shall be master keyed. Furnish at least two master keys for each lock to the Government. Any exterior entrance shall have a high security lock, with appropriate key control procedures, as determined by Government specifications. Hinge pins and hasps shall be secured against unauthorized removal by using spot welds or pinned mounting bolts. The exterior side of the door shall have a lock guard or astragal to prevent tampering of the latch hardware. Doors used for egress only shall not have any operable exterior hardware. All security-locking arrangements on doors used for egress shall comply with requirements of NFPA 101 or the International Building Code current as of the Lease Award Date.

5.08 DOORS: IDENTIFICATION (JUN 2012)

Door identification shall be installed in approved locations adjacent to office entrances as part of the TIs. The form of door identification shall be approved by the Government.

5.09 PARTITIONS: SUBDIVIDING (SEP 2015)

A. Office subdividing partitions shall comply with applicable building codes and local requirements and ordinances and shall be provided as part of the TIs. Partitioning shall extend from the finished floor to the finished ceiling and shall be designed to provide a minimum sound transmission class (STC) of 37. Partitioning shall be installed by the Lessor at locations to be determined by the Government as identified in the DIDs, if applicable. They shall have a flame spread rating of 25 or less and a smoke development rating of 450 or less (ASTM E-84).

B. HVAC shall be rebalanced and lighting repositioned, as appropriate, after installation of partitions.

C. If installed in accordance with the "Automatic Fire Sprinkler System" and "Fire Alarm System" paragraphs, sprinklers and fire alarm notification appliances shall be repositioned as appropriate after installation of partitions to maintain the level of fire protection and life safety.

D. Partitioning requirements may be satisfied with existing partitions if they meet the Government's standards and layout requirements.

E. Newly installed gypsum board material must be Greenguard Gold Certified or have 0 grams per liter of VOCs.

5.10 WALL FINISHES (JUN 2012)

If the Government chooses to install a wall covering, the minimum standard is vinyl-free, chlorine-free, plasticizer-free wall covering with recycled content or bio-based commercial wall covering weighing not less than 13 ounces per square yard or equivalent. If the Government chooses to install a high-performance paint coating, it shall comply with the VOC limits of the Green Seal Standard GS-11.

5.11 PAINTING – TI (SEP 2013)

A. Prior to acceptance, all surfaces within the Space which are designated by GSA for painting shall be newly finished in colors acceptable to the Government.

B. The Lessor shall provide interior paints and coatings that meet or are equivalent to the following standards for VOC off gassing:

1. Topcoat paints: Green Seal Standard GS-11, Paints, First Edition, May 20, 1993.
2. All other architectural coatings, primers, and undercoats: South Coast Air Quality Management District (SCAQMD) Rule 1113, Architectural Coatings, effective January 1, 2004.
3. Architectural paints, coatings, and primers applied to interior walls and ceilings:
 - a. Flats: 50 grams per liter (g/L).
 - b. Non-flats: 150 g/L.
4. Anti-corrosive and anti-rust paints applied to interior ferrous metal substrates: 250 g/L.
5. Clear wood finishes:
 - a. Varnish: 350 g/L.
 - b. Lacquer: 550 g/L.
6. Floor coatings: 100 g/L.
7. Sealers:
 - a. Waterproofing sealers: 250 g/L.
 - b. Sanding sealers: 275 g/L.
 - c. All other sealers: 200 g/L.
8. Shellacs:
 - a. Clear: 730 g/L.
 - b. Pigmented: 550 g/L.
9. Stains: 250 g/L.

C. Use reprocessed latex paint in accordance with EPA's CPG (Comprehensive Procurement Guidelines) on all painted surfaces where feasible. The type of paint shall be acceptable to the Government.

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5.12 FLOOR COVERINGS AND PERIMETERS (APR 2015)

- A. Carpet tiles shall meet the requirements set forth in the specifications below. Floor perimeters at partitions shall have wood, rubber, vinyl, or carpet base. Floor covering shall be installed in accordance with manufacturing instructions to lay smoothly and evenly.
- B. The use of existing carpet may be approved by the Government; however, existing carpet shall be repaired, stretched, and cleaned before occupancy and shall meet the static buildup requirement as stated in the specifications below.
- C. Any alternate flooring shall be pre-approved by the Government.
- D. SPECIFICATIONS FOR CARPET TO BE NEWLY INSTALLED OR REPLACED

1. Product sustainability and environmental requirements. In order to achieve superior performance in multiple environmental attribute areas, carpet must have third party certification in accordance with ANSI/NSF 140 2007e Sustainable Carpet Assessment Standard at a "Gold" level minimum. Carpet manufacturer must supply certificate as part of the procurement documentation.

2. Recycled content: Recycled content is measured by total product weight of pre-consumer and/or post-consumer materials. Recycled content must be at least 10% post-consumer recovered content.

3. Low emitting materials. The carpet and floor adhesive (for glue-down installations) must meet the Green Label Plus (GLP) and floor adhesive (for direct glue down) requirements of the Carpet and Rug Institute (CRI). GLP number must be provided. Adhesives must meet VOC content standards per South Coast Air Quality Management District Rule #1168.

4. Face fiber content. Face yarn must be 100 percent nylon fiber. Loop Pile shall be 100 percent Bulk Continuous Filament (BCF); cut and loop shall be 100 percent BCF for the loop portion and may be BCF or staple for the cut portion; cut pile carpet shall be staple or BCF.

5. Performance requirements for broadloom and modular tile:

- a. Static: Less than or equal to 3.5 kV when tested by AATCC Test Method 134 (Step Test Option).
- b. Flammability: Meets CPSC-FF-1-70, DOC-FF-1-70 Methenamine Tablet Test criteria.
- c. Flooring Radiant Panel Test: Meets NFPA 253 Class I or II depending upon occupancy and fire code when tested under ASTM E-648 for glue down installation.
- d. Smoke Density: NBS Smoke Chamber - Less than 450 Flaming Mode when tested under ASTM E-662.

NOTE: Testing must be performed in a NVLAP accredited laboratory.

6. Texture Appearance Retention Rating (TARR). Carpet must meet TARR ratings specified below:

Space Definition	Traffic Classification	TARR Classification
Private Offices	Moderate	≥ 3.0 TARR
Training, conference, courtrooms, etc.	Heavy	≥ 3.0 TARR
Open Office, cafeteria, corridors, lobbies	Severe	≥ 3.5 TARR

The carpet must be evaluated using ASTM D-5252 Hexapod Drum Test as per the commercial carpet test procedure and the TARR classification determined using ASTM D-7330.

7. Carpet reclamation. Reclamation of existing carpet to be determined with potential vendor. When carpet is replaced, submit certification documentation from the reclamation facility to the LCO.

8. Warranty. Submit a copy of the manufacturer's standard warranty to the LCO within the first 60 days of Government occupancy. The Government is to be a beneficiary of the terms of this warranty.

5.13 HEATING AND AIR CONDITIONING (JUN 2012)

Zone Control. Provide individual thermostat control for office Space with control areas not to exceed 1,500 ABOA SF. Interior spaces must be separately zoned. Specially occupancies (conference rooms, kitchens, etc.) must have active controls capable of sensing Space use and modulating HVAC system in response to Space demand. Areas that routinely have extended hours of operation shall be environmentally controlled through dedicated heating and air conditioning equipment. Special purpose areas (such as photocopy centers, large conference rooms, computer rooms, etc.) with an internal cooling load in excess of 5 tons shall be independently controlled. Provide concealed package air conditioning equipment to meet localized spot cooling of tenant special equipment. Portable space heaters are prohibited.

5.14 ELECTRICAL: DISTRIBUTION (SEP 2015)

A. All electrical, telephone, and data outlets within the Space shall be installed by the Lessor in accordance with the DIDs, if applicable. All electrical outlets shall be installed in accordance with NFPA Standard 70.

B. All outlets within the Space shall be marked and coded for ease of wire tracing; outlets shall be circuited separately from lighting. All floor outlets shall be flush with the plane of the finished floor. Outlet cover colors shall be coordinated with partition finish selections.

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C. The Lessor shall in all cases safely conceal outlets and associated wiring (for electricity, voice, and data) to the workstation(s) in partitions, ceiling plenums, in recessed floor ducts, under raised flooring, or by use of a method acceptable to the Government.

5.15 TELECOMMUNICATIONS: DISTRIBUTION AND EQUIPMENT (JUN 2012)

Telecommunications floor or wall outlets shall be provided as part of the TIs. At a minimum, each outlet shall house one 4-pair wire jack for voice and one 4-pair wire jack for data. The Lessor shall ensure that all outlets and associated wiring, copper, coaxial cable, optical fiber, or other transmission medium used to transmit telecommunications (voice, data, video, Internet, or other emerging technologies) service to the workstation shall be safely concealed under raised floors, in floor ducts, walls, columns, or molding. All outlets/junction boxes shall be provided with rings and pull strings to facilitate the installation of cable. Some transmission medium may require special conduit, inner duct, or shielding as specified by the Government.

5.16 TELECOMMUNICATIONS: LOCAL EXCHANGE ACCESS (AUG 2008)

Provide sealed conduit to house the agency telecommunications system when required.

5.17 DATA DISTRIBUTION (JUN 2012)

The Government shall be responsible for the cost of purchasing and installing data cable. The Lessor shall safely conceal data outlets and the associated wiring used to transmit data to workstations in floor ducts, walls, columns, or below access flooring. The Lessor shall provide as part of the TI, outlets with rings and pull strings to facilitate the installation of the data cable. When cable consists of multiple runs, the Lessor shall provide ladder type or other acceptable cable trays to prevent Government-provided cable coming into contact with suspended ceilings or sprinkler piping. Cable trays shall form a loop around the perimeter of the Space such that they are within a 30-foot horizontal distance of any single drop.

5.18 ELECTRICAL, TELEPHONE, DATA FOR SYSTEMS FURNITURE (JUN 2012)

A. The Lessor shall provide as part of the TIs separate data, telephone, and electric junction boxes for the base feed connections to Government provided modular or systems furniture, when such feeds are supplied via wall outlets or floor penetrations. When overhead feeds are used, junction boxes shall be installed for electrical connections. Raceways shall be provided throughout the furniture panels to distribute the electrical, telephone, and data cable. The Lessor shall provide all electrical service wiring and connections to the furniture at designated junction points. Each electrical junction shall contain an 8-wire feed consisting of 3 general purpose 120-V circuits with 1 neutral and 1 ground wire, and a 120-V isolated ground circuit with 1 neutral and 1 isolated ground wire. A 20-ampere circuit shall have no more than 8 general purpose receptacles or 4 isolated ground "computer" receptacles.

B. The Government shall be responsible for the cost of purchasing data and telecommunications cable. Said cable shall be installed and connected to systems furniture by the Lessor/contractor with the assistance and/or advice of the Government or computer vendor. The Lessor shall provide wall mounted data and telephone junction boxes, which shall include rings and pull strings to facilitate the installation of the data and telecommunications cable. When cable consists of multiple runs, the Lessor shall provide ladder-type or other acceptable cable trays to prevent Government provided cable coming into contact with suspended ceilings or sprinkler piping. Cable trays shall form a loop around the perimeter of the Space such that they are within a 30-foot horizontal distance of any single drop. Said cable trays shall provide access to both telecommunications data closets and telephone closets.

C. The Lessor shall furnish and install suitably sized junction boxes near the "feeding points" of the furniture panels. All "feeding points" shall be shown on Government approved design intent drawings. The Lessor shall temporarily cap off the wiring in the junction boxes until the furniture is installed. The Lessor shall make all connections in the power panel and shall keep the circuit breakers off. The Lessor shall identify each circuit with the breaker number and shall identify the computer hardware to be connected to it. The Lessor shall identify each breaker at the panel and identify the devices that it serves.

D. The Lessor's electrical contractor must connect power poles or base feeds in the junction boxes to the furniture electrical system and test all pre-wired receptacles in the systems furniture. Other Government contractors will be installing the data cable in the furniture panels for the terminal and printer locations, installing the connectors on the terminal/printer ends of the cable, and continuity testing each cable. Work shall be coordinated and performed in conjunction with the furniture, telephone, and data cable installers. Much of this work may occur over a weekend on a schedule that requires flexibility and on-call visits. The Lessor must coordinate the application of Certification of Occupancy with furniture installation.

5.19 LIGHTING: INTERIOR AND PARKING – TI (SEP 2015)

A. **FIXTURES:** Once the design intent drawings are approved, the Lessor shall design and provide interior lighting to comply with requirements under the paragraph, "Lighting: Interior and Parking – Shell." Any additional lighting fixtures and/or components required beyond what would have been provided for an open office plan (shell) are part of the TIs.

B. **PENDANT STYLE FIXTURES:** If pendant style lighting fixtures are used, the increase between the number of fixtures required in the Building shell and the Space layout is part of the TIs.

C. **MIXED FIXTURES: DIDs,** if applicable, may require a mixed use of recessed or pendant style fixtures in the Space.

D. **BUILDING PERIMETER:** There may be additional requirements for lighting in exterior parking areas, vehicle driveways, pedestrian walkways, and Building perimeter in the Security Requirements attached to this Lease.

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5.20 AUTOMATIC FIRE SPRINKLER SYSTEM - TI (OCT 2016)

Where sprinklers are required in the Space, sprinkler mains and distribution piping in a "protection" layout (open plan) with heads turned down with an escutcheon or trim plate shall be provided as part of Shell rent. Any additional sprinkler fixtures and/or components required in the Space beyond what would have been provided for an open office plan (shell) are part of the TIs.

SECTION 6 UTILITIES, SERVICES, AND OBLIGATIONS DURING THE LEASE TERM

6.01 PROVISION OF SERVICES, ACCESS, AND NORMAL HOURS (JUN 2012)

A. The Government's normal hours of operations are established as 6:30 AM to 6:00 PM, Monday through Friday, with the exception of Federal holidays. Services, maintenance, and utilities shall be provided during these hours. The Government shall have access to the Premises and its Appurtenant Areas at all times without additional payment, including the use, during other than normal hours, of necessary services and utilities such as elevators, restrooms, lights, and electric power. Cleaning shall be performed during normal hours.

B. The Lessor and the Lessor's representatives, employees and contractors shall demonstrate a cooperative, positive, welcoming, respectful, professional and business-like demeanor and shall present a neat, clean, job-appropriate (professional) appearance.

6.02 UTILITIES (APR 2011)

The Lessor is responsible for providing all utilities necessary for base Building and tenant operations as part of the rental consideration.

~~6.03 UTILITIES SEPARATE FROM RENTAL/BUILDING OPERATING PLAN (AUG 2014) INTENTIONALLY DELETED~~

6.04 UTILITY CONSUMPTION REPORTING (OCT 2016)

Upon the effective date of the Lease, only for leases over 10,000 RSF, the Lessor shall provide regular quarterly reports for the amount of utilities (including water) consumed at the Building broken down by utility type per month for the duration of the Lease. Lessors shall report this utility consumption data within 45 calendar days of the end of each calendar quarter in the Environmental Protection Agency (EPA) Portfolio Manager online tool <HTTPS://WWW.ENERGYSTAR.GOV/>. Data reported includes, but is not limited to, the number of actual units consumed, by utility type per month, and associated start and end date(s) for that consumption.

(Refer to the following link for reporting guidance: <WWW.GSA.GOV/UCR>)

6.05 HEATING AND AIR CONDITIONING (OCT 2016)

A. In all office areas, temperatures shall conform to local commercial equivalent temperature levels and operating practices in order to maximize tenant satisfaction. These temperatures shall be maintained throughout the leased Premises and service areas, regardless of outside temperatures, during the hours of operation specified in the Lease. The Lessor shall perform any necessary systems start-up required to meet the commercially equivalent temperature levels prior to the first hour of each day's operation. At all times, humidity shall be maintained below 60% relative humidity.

B. During non working hours, heating temperatures shall be set no higher than 55° Fahrenheit, and air conditioning shall not be provided except as necessary to return Space temperatures to a suitable level for the beginning of working hours. Thermostats shall be secured from manual operation by key or locked cage. A key shall be provided to the Government's designated representative.

C. Thermal comfort. During all working hours, comply with the latest edition of ASHRAE Standard 55, Thermal Comfort Conditions for Human Occupancy.

D. Warehouse or garage areas require heating and ventilation only. Cooling of this Space is not required. Temperature of warehouse or garage areas shall be maintained at a minimum of 50° Fahrenheit.

E. The Lessor shall conduct HVAC system balancing after any HVAC system alterations during the term of the Lease and shall make a reasonable attempt to schedule major construction outside of office hours.

F. Normal HVAC systems' maintenance shall not disrupt tenant operations.

G. 213 ABOA SF of the Premises shall receive cooling at all times (24 hrs a day, 365 days a year) for purposes of cooling the designated server room. The peak BTU output of this room is established as 22,000 BTU per hour. The temperature of this room shall be maintained between 68 and 80 degrees F, with humidity control between 10% and 90% relative humidity, regardless of outside temperature or seasonal changes. Notwithstanding the foregoing, Lessor shall provide this service at no additional cost to the Government if the Lessor provides this service to other tenants in the Building at no additional charge.

6.06 OVERTIME HVAC USAGE (JUN 2012)

A. If there is to be a charge for heating or cooling outside of the Building's normal hours, such services shall be provided at the hourly rates set forth elsewhere in the Lease. Overtime usage services may be ordered by the Government's authorized representative only.

B. When the cost of service is \$3,000 or less, the service may be ordered orally. An invoice shall be submitted to the official placing the order for certification and payment. Orders for services costing more than \$3,000 shall be placed using GSA Form 300, Order for Supplies or Services, or other approved service requisition procurement document. An invoice conforming to the requirements of this Lease shall be submitted to the official placing the order for certification and payment.

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C. Failure to submit a proper invoice within 120 days of providing overtime utilities shall constitute a waiver of the Lessor's right to receive any payment for such overtime utilities pursuant to this Lease.

6.07 JANITORIAL SERVICES (JUN 2012)

The Lessor shall maintain the Premises and all areas of the Property to which the Government has routine access in a clean condition and shall provide supplies and equipment for the term of the Lease. The following schedule describes the level of services intended. Performance will be based on the LCO's evaluation of results, not the frequency or method of performance.

A. Daily. Empty trash receptacles. Sweep entrances, lobbies, and corridors. Spot sweep floors, and spot vacuum carpets. Clean drinking fountains. Sweep and damp mop or scrub restrooms. Clean all restroom fixtures, and replenish restroom supplies. Dispose of all trash and garbage generated in or about the Building. Wash inside and out or steam clean cans used for collection of food remnants from snack bars and vending machines. Dust horizontal surfaces that are readily available and visibly require dusting. Spray buff resilient floors in main corridors, entrances, and lobbies. Clean elevators and escalators. Remove carpet stains. Police sidewalks, parking areas, and driveways. Sweep loading dock areas and platforms. Clean glass entry doors to the Space.

B. Three times a week. Sweep or vacuum stairs.

C. Weekly. Damp mop and spray buff all resilient floors in restrooms and health units. Sweep sidewalks, parking areas, and driveways (weather permitting).

D. Every two weeks. Spray buff resilient floors in secondary corridors, entrance, and lobbies. Damp mop and spray buff hard and resilient floors in office Space.

E. Monthly. Thoroughly dust furniture. Completely sweep and/or vacuum carpets. Sweep storage Space. Spot clean all wall surfaces within 70 inches of the floor.

F. Every two months. Damp wipe restroom wastepaper receptacles, stall partitions, doors, window sills, and frames. Shampoo entrance and elevator carpets.

G. Three times a year. Dust wall surfaces within 70 inches of the floor, vertical surfaces and under surfaces. Clean metal and marble surfaces in lobbies. Wet mop or scrub garages.

H. Twice a year. Wash all interior and exterior windows and other glass surfaces. Strip and apply four coats of finish to resilient floors in restrooms. Strip and refinish main corridors and other heavy traffic areas.

I. Annually. Wash all venetian blinds, and dust 6 months from washing. Vacuum or dust all surfaces in the Building more than 70 inches from the floor, including light fixtures. Vacuum all draperies in place. Strip and refinish floors in offices and secondary lobbies and corridors. Shampoo carpets in corridors and lobbies. Clean balconies, ledges, courts, areaways, and flat roofs.

J. Every two years. Shampoo carpets in all offices and other non-public areas.

K. Every five years. Dry clean or wash (as appropriate) all draperies.

L. As required. Properly maintain plants and lawns. Provide initial supply, installation, and replacement of light bulbs, tubes, ballasts, and starters. Provide and empty exterior ash cans and clean area of any discarded cigarette butts.

M. Pest control. Control pests as appropriate, using Integrated Pest Management techniques, as specified in the GSA Environmental Management Integrated Pest Management Technique Guide (E402-1001).

6.08 SELECTION OF CLEANING PRODUCTS (OCT 2016)

The Lessor shall use cleaning products (including general purpose cleaners, floor cleaners, hand soap, etc.) that comply with either the Green Seal standard, the UL/EcoLogo standard, EPA's Safer Choice designation, or a substitute acceptable to the LCO. Hand soap products shall also be USDA Certified BioPreferred.

6.09 SELECTION OF PAPER PRODUCTS (APR 2015)

The Lessor shall select paper and paper products (e.g., restroom tissue and paper towels) conforming to the Green Seal Standard (GS-1), or a substitute acceptable to the LCO.

6.10 SNOW REMOVAL (APR 2011)

Lessor shall provide snow removal services for the Government on all days for which this Lease has designated normal hours. Lessor shall clear parking lots if the accumulation of snow exceeds two inches. Lessor shall clear sidewalks, walkways and other entrances before accumulation exceeds 1.5 inches. The snow removal shall take place no later than 5:00 AM, without exception. Should accumulation continue throughout the day, the Lessor shall provide such additional snow removal services to prevent accumulation greater than the maximums specified in this paragraph. In addition to snow removal, the Lessor shall keep walkways, sidewalks and parking lots free of ice during the normal hours. The Lessor shall remove excess buildup of sand and/or ice melt to minimize slipping hazards. If the Building entrance(s) has a northern exposure, then Lessor shall take additional measures to protect the safety of pedestrians.

6.11 MAINTENANCE AND TESTING OF SYSTEMS (SEP 2013)

A. The Lessor is responsible for the total maintenance and repair of the leased Premises. Such maintenance and repairs include the site and private access roads. All equipment and systems shall be maintained to provide reliable, energy efficient service without unusual interruption, disturbing noises, exposure to fire or safety hazards, uncomfortable drafts, excessive air velocities, or unusual emissions of dirt. The Lessor's maintenance responsibility includes initial supply and replacement of all supplies, materials, and equipment necessary for such maintenance. Maintenance, testing, and inspection of appropriate equipment and systems shall be done in accordance with current applicable codes, and inspection certificates shall be displayed as appropriate. Copies of all records in this regard shall be forwarded to the Government's designated representative.

B. At the Lessor's expense, the Government reserves the right to require documentation of proper operations, inspection, testing, and maintenance of fire protection systems, such as, but not limited to, fire alarm, fire sprinkler, standpipes, fire pump, emergency lighting, illuminated exit signs, emergency generator, prior to occupancy to ensure proper operation. These tests shall be witnessed by the Government's designated representative.

6.12 MAINTENANCE OF PROVIDED FINISHES (OCT 2016)

A. Paint, wall coverings. Lessor shall maintain all wall coverings and high performance paint coatings in "like new" condition for the life of the Lease. All painted surfaces shall be repainted at the Lessor's expense, including the moving and returning of furnishings, any time during the occupancy by the Government if the paint is peeling or permanently stained, except where damaged due to the negligence of the Government. All work shall be done after normal working hours as defined elsewhere in this Lease. In addition to the foregoing requirement,

1. Lessor shall repaint common areas at least every three years.
2. Lessor shall perform cyclical repainting of the reception room and restrooms every three (3) years of occupancy, and in all remaining areas of the Space every five (5) years of occupancy. This cost, including the moving and returning of furnishings, as well as disassembly and reassembly of systems furniture per manufacturer's warranty, shall be at the Lessor's expense.

B. Carpet and flooring.

1. Except when damaged by the Government, the Lessor shall repair or replace flooring at any time during the Lease term when:
 - a. Backing or underlayment is exposed;
 - b. There are noticeable variations in surface color or texture;
 - c. It has curls, upturned edges, or other noticeable variations in texture;
 - d. Tiles are loose; or,
 - e. Tears or tripping hazards are present.
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3. Repair or replacement shall include the moving and returning of furnishings, including disassembly and reassembly of systems furniture per manufacturer's warranty, if necessary. Work shall be performed after the normal hours established elsewhere in this Lease.

6.13 ASBESTOS ABATEMENT (APR 2011)

If asbestos abatement work is to be performed in the Space after occupancy, the Lessor shall submit to the Government the occupant safety plan and a description of the methods of abatement and re-occupancy clearance, in accordance with OSHA, EPA, DOT, state, and local regulations and guidance, at least 4 weeks prior to the abatement work.

6.14 ONSITE LESSOR MANAGEMENT (APR 2011)

The Lessor shall provide an onsite Building superintendent or a locally designated representative available to promptly respond to deficiencies, and immediately address all emergency situations.

6.15 IDENTITY VERIFICATION OF PERSONNEL (OCT 2016)

A. The Government reserves the right to verify identities of personnel with routine and/or unaccompanied access to the Government's Space, including both pre and post occupancy periods. The Lessor shall comply with the agency personal identity verification procedures below that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24 and M-11-11, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended. These policies require the Government to conduct background investigations and make HSPD-12 compliant suitability determinations for all persons with routine or unaccompanied access to Government leased Space. By definition, this includes at a minimum each employee of the Lessor, as well as employees of the Lessor's contractors or subcontractors who will provide building operating services requiring routine access to the Government's leased Space for a period greater than 6 months. The Government may also require this information for the Lessor's employees, contractors, or subcontractors who will be engaged to perform alterations or emergency repairs in the Government's Space.

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- B. **Application Process:** The background investigation will be done using the Government's prescribed process. The Lessor must provide information on each of their contractor/personnel meeting the above criteria to the Government, whereupon each identified contractor/personnel will be notified with instructions for completing the identity verification application within a given time frame. The application process will include completing supplemental information forms that must be inputted into the identity verification system in order for the application to be considered complete. Additionally, the Lessor must ensure prompt completion of the fingerprint process for their contractor/personnel. Email notifications will be sent with instructions on the steps to be taken to schedule an appointment for fingerprinting at an approved regional location along with instructions on how to complete the background investigation application.
- C. The Lessor must ensure the Lease Contracting Officer (or the Lease Contracting Officer's designated representative) has all of the requested documentation timely to ensure the completion of the investigation.
- D. Based on the information furnished, the Government will conduct background investigations. The Lease Contracting Officer will advise the Lessor in writing if a person fails the investigation, and, effective immediately, that person will no longer be allowed to work or be assigned to work in the Government's Space.
- E. Throughout the life of the Lease, the Lessor shall provide the same data for any new employees, contractors, or subcontractors who will be assigned to the Government's space in accordance with the above criteria. In the event the Lessor's contractor or subcontractor is subsequently replaced, the new contractor or subcontractor is not required to have persons re-apply who were cleared through this process while associated with the former contractor or subcontractor in accordance with GSA policy. The Lessor shall require each cleared person to re-apply and obtain a new clearance in accordance with GSA policy.
- F. The Lessor is accountable for not allowing contractors to start work without the successful completion of the appropriate background investigation as required by GSA policy.
- G. **Access Card Retrieval/Return:** Upon an Entry on Duty notification, the Government will issue a Personal Identity Verification (PIV) credential that is sometimes referred to as a GSA Access card. Lessors are responsible for all PIV credential issued to their contractors/personnel pursuant to this Lease. Lessors are specifically responsible for ensuring that all GSA PIV access cards are returned to the Lease Contracting Officer or their designee whenever their employees or a contractor no longer require access to the Space (such as When no longer needed for contract performance, upon completion of the Contractor employee's employment, and upon contract completion or termination). Additionally, the Lessor must notify the Lease Contracting Officer or their designee whenever a GSA PIV Access card is lost or stolen in which event the Lessor may be responsible for reimbursing the Government for replacement credentials at the current cost per PIV HSPD12 credential. Unreturned PIV Access cards will be considered as lost or stolen cards.
- H. The Government reserves the right to conduct additional background checks on Lessor personnel and contractors with routine access to Government leased Space throughout the term of the Lease to determine who may have access to the Premises.
- I. The Lease Contracting Officer may delay final payment under a contract if the Contractor fails to comply with these requirements.
- J. The Lessor shall insert this paragraph in all subcontracts when the subcontractor is required to have physical access to a federally controlled facility or access to a federal information system.

6.16 SCHEDULE OF PERIODIC SERVICES (JUN 2012)

Within 60 days after occupancy by the Government, the Lessor shall provide the LCO with a detailed written schedule of all periodic services and maintenance to be performed other than daily, weekly, or monthly.

6.17 LANDSCAPING (OCT 2016)

A. Landscape management practices shall prevent pollution by:

1. Employing practices which avoid or minimize the need for fertilizers and pesticides;
2. Prohibiting the use of the 2,4-Dichlorophenoxyacetic Acid (2,4-D) herbicide and organophosphates; and
3. Composting/recycling all yard waste.

B. The Lessor shall use landscaping products with recycled content as required by EPA's CPG for landscaping products. Refer to EPA's CPG web site, [HTTPS://WWW.EPA.GOV/SMM/COMPREHENSIVE-PROCUREMENT-GUIDELINE-CPG-PROGRAM](https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program)

C. SUBPARAGRAPH INTENTIONALLY DELETED

6.18 LANDSCAPE MAINTENANCE (APR 2011)

Landscape maintenance shall be performed during the growing season at not less than a weekly cycle and shall consist of watering, weeding, mowing, and policing the area to keep it free of debris. Pruning and fertilization shall be done on an as-needed basis. In addition, dead, dying, or damaged plants shall be replaced.

6.19 RECYCLING (JUN 2012)

A. For Leases greater than 10,000 rentable SF, with a Lease term greater than six months, the Lessor shall establish a recycling program for (at a minimum) paper, corrugated cardboard, glass, plastics, and metals where local markets for recovered materials exist.

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B. Where state or local law, code, or ordinance requires recycling programs for the Premises, Lessor shall comply with such state and/or local law, code, or ordinance.

C. When implementing any recycling program, the Lessor shall provide an easily accessible, appropriately sized area (2 SF per 1,000 SF of Building gross floor area) that serves the Space for the collection and storage of materials for recycling. Telecom rooms are not acceptable as recycling space. During the Lease term, the Lessor agrees, upon request, to provide the Government with additional information concerning recycling programs maintained in the Building and in the Space.

6.20 RANDOLPH-SHEPPARD COMPLIANCE (SEP 2013)

During the term of the Lease, the Lessor may not establish vending facilities within the leased Space that will compete with any Randolph-Sheppard vending facilities.

~~**6.21 SAFEGUARDING AND DISSEMINATION OF SENSITIVE BUT UNCLASSIFIED (SBU) BUILDING INFORMATION (SEP 2013)**~~
INTENTIONALLY DELETED

6.22 INDOOR AIR QUALITY (OCT 2016)

A. The Lessor shall control airborne contaminants at the source and/or operate the Space in such a manner that the GSA indicator levels for asbestos, mold, carbon monoxide (CO), carbon dioxide (CO₂), and formaldehyde are not exceeded. The indicator levels for office areas shall be: Asbestos 70 s/mm²; mold (see paragraph entitled "Mold"); CO 9 ppm; CO₂ 700 ppm above outdoor air; formaldehyde 0.016 ppm.

B. The Lessor shall use available odor-free or low odor products when applying paints, glues, lubricants, and similar wet products. When such equivalent products are not available, lessor shall use the alternate products outside normal working hours. Except in an emergency, the Lessor shall provide at least 72 hours advance notice to the Government before applying chemicals or products with noticeable odors in occupied Spaces and shall adequately ventilate those Spaces during and after application.

C. The Lessor shall serve as first responder to any occupant complaints about indoor air quality (IAQ). The Lessor shall promptly investigate such complaints and implement the necessary controls to address each complaint. Investigations shall include testing as needed, to ascertain the source and severity of the complaint.

D. The Government reserves the right to conduct independent IAQ assessments and detailed studies in Space that it occupies, as well as in space serving the Space (e.g., common use areas, mechanical rooms, HVAC systems, etc.). The Lessor shall assist the Government in its assessments and detailed studies by:

1. Making available information on Building operations and Lessor activities;
2. Providing access to Space for assessment and testing, if required; and
3. Implementing corrective measures required by the LCO.

E. The Lessor shall provide to the Government safety data sheets (SDS) upon request for the following products prior to their use during the term of the Lease: adhesives, caulking, sealants, insulating materials, fireproofing or firestopping materials, paints, carpets, floor and wall patching or leveling materials, lubricants, clear finish for wood surfaces, janitorial cleaning products, pesticides, rodenticides, and herbicides. The Government reserves the right to review such products used by the Lessor within:

1. The Space;
2. Common Building areas;
3. Ventilation systems and zones serving the Space; and
4. The area above suspended ceilings and engineering space in the same ventilation zone as the Space.

F. Where hazardous gasses or chemicals (any products with data in the Health and Safety section of the SDS sheets) may be present or used, including large-scale copying and printing rooms, segregate areas with deck-to-deck partitions with separate outside exhausting at a rate of at least 0.5 cubic feet per minute per SF, no air recirculation. The mechanical system must operate at a negative pressure compared with the surrounding spaces of at least an average of 5 Pa (pascal) (0.02 inches of water gauge) and with a minimum of 1 Pa (0.004 inches of water gauge) when the doors to the rooms are closed.

6.23 RADON IN AIR (OCT 2016)

If Space planned for occupancy by the Government is on the second floor above grade or lower, the Lessor shall, prior to occupancy, test the leased Space for 2 days to 3 days using charcoal canisters. The Lessor is responsible to provide Space in which radon levels in air are below the GSA action levels of 4 pCi/L for childcare and 25 pCi/L for all other space. After the initial testing, a follow-up test for a minimum of 90 days using alpha track detectors shall be completed. For further information on radon, go to: [HTTPS://WWW.EPA.GOV/RADON](https://www.epa.gov/radon).

~~**6.24 RADON IN WATER (JUN 2013)**~~
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6.25 HAZARDOUS MATERIALS (SEP 2013)

A. The leased Space shall be free of hazardous materials, hazardous substances, and hazardous wastes, as defined by and according to applicable Federal, state, and local environmental regulations. Should there be reason to suspect otherwise, the Government reserves the right, at Lessor's expense, to require documentation or testing to confirm that the Space is free of all hazardous materials.

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B. Lessor shall, to the extent of its knowledge, notify Government of the introduction of any hazardous materials onto the Property by Lessor or others, including but not limited to, co-tenants occupying Space in the Building.

6.26 MOLD (OCT 2016)

A. Actionable mold is airborne mold of types and concentrations in excess of that found in the local outdoor air or non-problematic control areas elsewhere in the same building.

B. The Lessor shall provide Space to the Government that is free from ongoing water leaks or moisture infiltration. The Space and ventilation zones serving the Space shall also be free of visible mold or actionable airborne mold.

C. Following a flood, plumbing leak or heavy rain whereby the Government Space or air zones serving the Space may have become moisture damaged, the Lessor shall immediately repair any leakage sources and remediate the moisture damage. Whenever moisture damage or infiltration persists such that: mold is visible, mold odors are present, or occupants register complaints about mold, the Lessor shall employ a board-certified, industrial hygienist or equivalently qualified consultant to inspect and evaluate the Space and air zones serving the Space for visible and/or actionable mold presence; inspection shall take place no later than 15 calendar days following identification of a potential mold issue as described above. The Lessor shall promptly furnish these inspection results to the Government. The Lessor shall safely remediate all visible moldy and/or water damaged materials identified by the consultant using a qualified remediation contractor following the methods identified in "Mold Remediation in Schools and Commercial Buildings" (EPA 402-K-01-001, March 2001). Remediation shall also remove actionable mold levels. Remediation shall be completed within a time frame acceptable to the Lease Contracting Officer which shall be no later than 90 calendar days following confirmation of the presence of actionable mold.

D. The presence of actionable mold in the Premises may be treated as a Casualty, as determined by the Government, in accordance with the Fire and Other Casualty clause contained in the General Clauses of this Lease. In addition to the provisions of the Fire and Other Casualty clause of this Lease, should a portion of the Premises be determined by the Government to be un-tenantable due to an act of negligence by the Lessor or his agents, the Lessor shall provide reasonably acceptable alternative Space at the Lessor's expense, including the cost of moving, and any required alterations.

6.27 OCCUPANT EMERGENCY PLANS (SEP 2013)

The Lessor is required to cooperate, participate and comply with the development and implementation of the Government's Occupant Emergency Plan (OEP) and if necessary, a supplemental Shelter-in Place (SIP) Plan. Periodically, the Government may request that the Lessor assist in reviewing and revising its OEP and SIP. The Plan, among other things, must include an annual emergency evacuation drill, emergency notification procedures for the Lessor's Building engineer or manager, Building security, local emergency personnel, and Government agency personnel.

6.28 ~~FLAG DISPLAY (OCT 2016)~~ INTENTIONALLY DELETED

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SECTION 7 ADDITIONAL TERMS AND CONDITIONS

7.01 SECURITY REQUIREMENTS (OCT 2016)

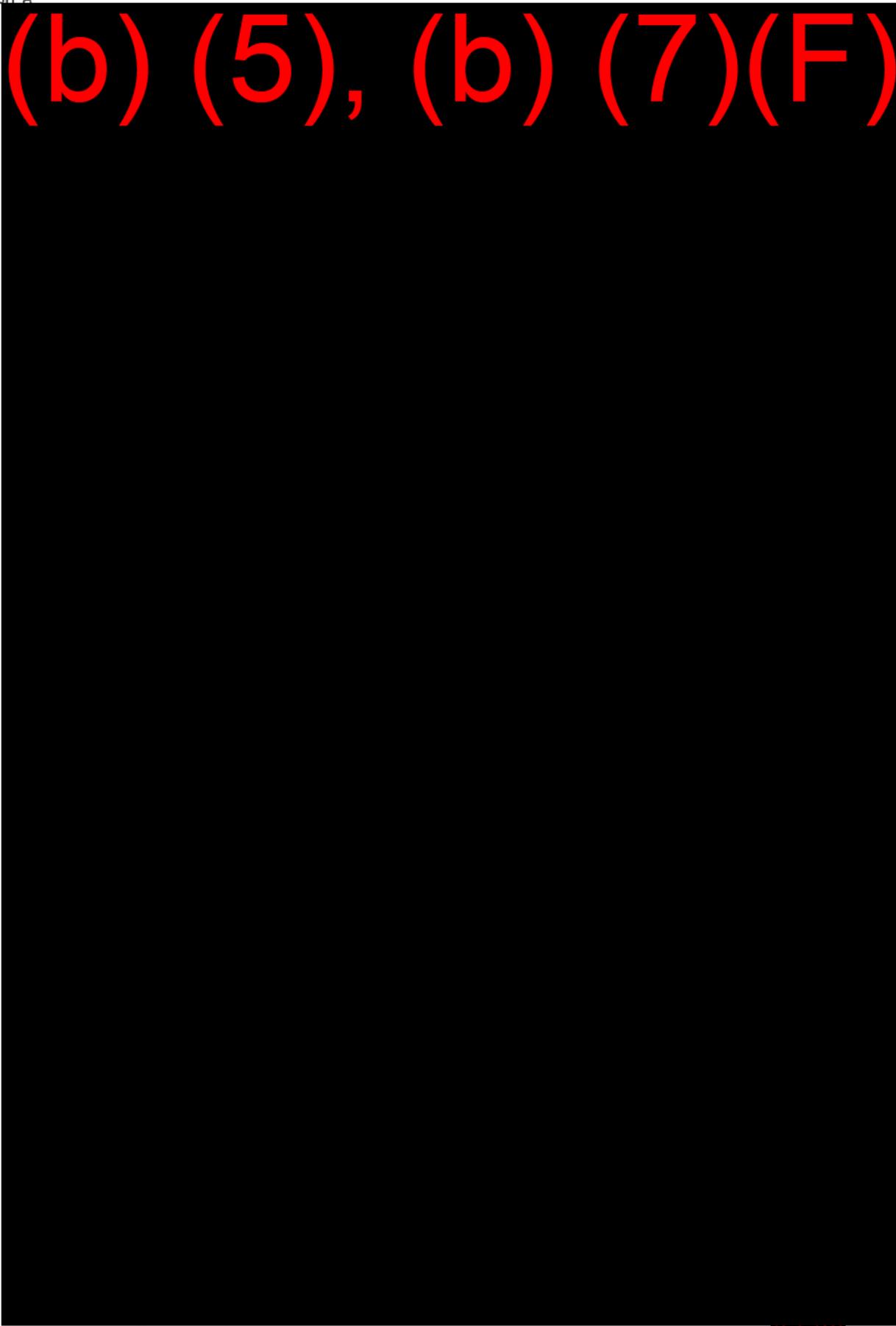
The Lessor agrees to the requirements of Federal Security Level II attached to this Lease.

7.02 MODIFIED LEASE PARAGRAPHS (OCT 2016)

The following paragraphs have been modified in this Lease:

- 3.44 LIGHTING: INTERIOR AND PARKING – SHELL (OCT 2016)
- 3.45 ACOUSTICAL REQUIREMENTS (JUN 2012)
- 4.01 SCHEDULE FOR COMPLETION OF SPACE (OCT 2016)
- 4.03 TENANT IMPROVEMENTS PRICE PROPOSAL (OCT 2016)
- 4.05 GREEN LEASE SUBMITTALS (OCT 2016)
- 4.06 CONSTRUCTION SCHEDULE AND INITIAL CONSTRUCTION MEETING (APR 2011)
- 4.07 PROGRESS REPORTS (JUN 2012)
- 4.12 AS-BUILT DRAWINGS (JUN 2012)
- 4.13 LIQUIDATED DAMAGES (JUN 2012)
- 5.12 FLOOR COVERINGS AND PERIMETERS (APR 2015)
- 6.05 HEATING AND AIR CONDITIONING (OCT 2016)
- 6.12 MAINTENANCE OF PROVIDED FINISHES (OCT 2016)

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A. Organization and Functions of ODAR

The Office of Disability Adjudication and Review (ODAR) is charged with conducting independent hearings and deciding appealed determinations involving the benefit provisions of the Social Security Administration (SSA) programs.

ODAR hearing offices, located nationwide, are staffed with a cadre of 3 to 14 Administrative Law Judges (ALJs), each supported by at least 1 decision Writer (staff attorney or paralegal specialist) and legal assistant and 2 or 3 clericals. The majority of hearing offices are staffed with 6-9 ALJs. In addition, hearing offices also have supervisory positions (e.g. hearing office chief administrative law judge (HOCALJ), hearing office director (HOD) and group supervisor (GS). Other occupational titles that complete the personnel complement of a hearing office may include management services assistant, hearing office systems administrator (computer assistant), administrative clerks, etc.

Satellite offices are usually staffed with 1 or 2 ALJs, and have similar support staff requirements without support staff supervision, e.g. hearing office manager. Satellite offices provide support to parent hearing offices.

A hearing, conducted by an ALJ in a hearing room at a traditional hearing office, remote hearing site (possibly collocated with SSA Field Office) or in a satellite hearing office, is a full due process hearing in which witnesses, including vocational and/or medical experts, may be called. The claimant usually is represented, and may also provide witnesses on his/her behalf. The number of individuals (including the ALJ, hearing monitor, and other ODAR personnel) in attendance at a hearing averages 7 to 9 people.

B. Building Criteria and Location in the Community

The location of ODAR hearing offices will be predicated on the selected location's ability to meet ODAR's specific requirements for the administration of the hearing's process. Each hearing office is assigned a specific geographical area to serve the public (the service area). The location of the hearing offices within the service area will be determined by ODAR based on the population and demographics and accessibility to public transportation and the major highways in the area.

First consideration shall be given to federally-owned or federally-controlled space, if the space can meet ODAR's specific requirements.

The following criteria apply to all space considered whether Federally owned, controlled or leased:

- The space offered is within the delineated service area as defined by ODAR.
- Ease of access to and availability of parking and public transportation for visitors and employees.

EXHIBIT B

- Space must meet requirements provided by SSA/ODAR and included in GSA's current Solicitation for Offers and must be located in a quality building of sound and substantial construction. Space must be accessible and already have (or will be remodeled to include) an adequate distribution system to accommodate electric and telephone wiring and cabling requirements for automated equipment; an adequate heating, ventilation and air-conditioning (HVAC) system and a configuration which lends itself to efficient space layout and workflow. Consideration will include but not be limited to the following: configuration of the space being offered, size and number of columns, column placement, bay depths, angles-curves or off-sets that will result in an inefficient use of space.
- Multi-use and flex space and renovated warehouse space will be considered and acceptable only if the renovated space will meet the SSA/ODAR requirements included in GSA's current Solicitation for Offers.
- Space requiring ramps inside the office area will not be acceptable.
- Sites which are located directly on a highway or 6-lane thoroughfare shall not be considered in the following instances: (1) if the two directions of traffic are separated by a physical barrier or traffic indicator which does not permit access from either direction within a block; (2) if the location access is directly from a highway, unless there is a traffic control device within two blocks or equivalent from the proposed office space.
- If the space is to be in a newly constructed facility or in a building constructed in 1990 or later, no asbestos-containing materials shall be used or specified in the construction of the facility. Additionally, the Lessor shall provide a signed statement from the construction architect or project construction engineer responsible for the building construction that no asbestos-containing materials were specified as a building material in any construction documents for the building, and to the best of the architect's or engineer's knowledge no asbestos-containing materials were used as a building material in the building.
- The radon concentration in the air of leased space shall be less than the EPA residential radon action level of 4 Pico Curies per liter. The lessor shall test for radon that portion of the offered space in ground contact or closest to the ground up to and including the second floor above grade, using a laboratory that is rated proficient in EPA Radon Measurement Proficiency (RMP) Program, and sampling devices that are listed in the EPA RMP Program Application Device Checklists. The lessor shall certify the results on a form to be provided by the Contracting Officer upon award, and promptly carry out a corrective action program for any radon level which equals or exceeds the EPA action level to reduce the radon levels below that level.
- GSA shall furnish all available test results for lead in drinking water.

In requesting space, SSA/ODAR will delineate the boundaries within the service area for the location of an office which will best meet ODAR program needs. The delineated area should provide adequate competition among potential lessors in those cases where adequate space in federally-owned or controlled space is not available. Any disagreements between SSA/ODAR and the General Services Administration (GSA) regarding boundaries will be resolved before an advertisement for leased space is issued.

EXHIBIT B

Locations selected for ODAR hearing offices should be as convenient to the visiting public as possible. Primary consideration in the SSA/ODAR selection of boundaries for an office will be to select an area that is accessible by public and private transportation to the greatest number of people in the service area.

To allow for visibility to the public, ODAR office space shall be located not more than the equivalent of two city blocks from a primary or secondary street serving the office. As an alternative to direct visibility, the lessor shall provide acceptable signage from the primary or secondary street at no separate cost. The route from the primary or secondary street shall be direct. Locations which have obscure, difficult access or which require additional turns shall not be considered.

GSA shall consult with SSA/ODAR and give appropriate consideration to the accessibility of an area to public and private transportation before making a decision to alter the SSA/ODAR selected boundaries in order to ensure or to enhance competition.

GSA and SSA/ODAR shall adhere to all laws and executive orders governing the location, acquisition, assignment, utilization and management of space. SSA will certify that all location requests are in compliance with these laws, executive orders and regulations.

GSA shall limit the lease term to a fixed period not to exceed five years. Subsequent options (e.g. five year extension renewable annually) of equal length shall be available for any ODAR continuing requirement. The shorter lease term will allow ODAR greater flexibility to seek expansion space, if need be, without penalty that could result with longer term leases.

C. Location in the Building

Access from outside to ODAR space within the building must provide access for wheelchair traffic. The primary entrance must be accessible for all persons with special needs. The ODAR hearing office can be located on any floor of a building above street level for reasons of security, quality of hearing recordings, etc., as long as it is accessible.

Elevator service is required and shall consist of a minimum of two accessible elevators which will serve the floor(s) proposed for ODAR. One of the accessible elevators may serve as a freight elevator.

All space must be contiguous on one floor, with the exception of the storage/mail room, training/multipurpose room, or both which may be separated from the primary space by a public corridor. SSA/ODAR will specify the acceptable amounts of noncontiguous space, which will be based on Space Allocation Standard (SAS) Table A for those room sizes.

It is a requirement that space should be no more than twice as long as it is wide, and should have open areas where columns and other obstructions do not hinder the development of efficient space layouts and office workflow. Columns must be at least 20 feet from any interior wall and from each other, and be no more than two feet square.

D. Access for The Physically Disabled

Within the framework of the new pricing policy (as outlined in the Preamble to this document) - GSA will ensure that ODAR is provided accessibility consistent with the Federal Property Management Regulation (FPMR) chapter and section indicated below:

101-19.6, Appendix A, "Uniform Accessibility Standards".

In addition to the above, the Americans for Disabilities Act (ADA) often contain provisions more stringent than the Uniform Accessibility Standard (UFAS). In either case, GSA will ensure that the more stringent of standards is utilized.

Lever-type standard commercial duty door handles are required on all exterior and interior doors as a part of the initial space alterations. Pushbutton automatic doors for employee and claimant entrances and restrooms are also required.

E. Physical Protection and Building Security

An intrusion detection system (IDS) is required to provide security to all ODAR office space. Its exact design will depend upon the features of each site as explained below. All access points should be protected, and the EDS alarm signal indication should appear in the nearest GSA Law Enforcement Branch or contract alarm monitoring station. The system can be one or a combination of balanced magnetic or mercury door/window switches; metallic window foil; ultrasonic, infrared, or microwave motion detectors; photoelectric sensors; glass breakage sensors, or, capacitance or vibration sensors. GSA shall provide all necessary security measures and services identified by security surveys and crime assessments and requested by ODAR for the individual building. The cost of and method of payment for such security measures and services will be identified in the OA. In all ODAR Hearing Offices, the following features are minimum requirements:

- All hearing offices will be located above street level.
- All doors leading to ODAR space will have dead-bolt locks with minimum 1-inch throws and have inaccessible hinge pins or have nonrising fixed-hinge pins. The locks must also be thumb-turn latches and not double keyway lock cylinders.
- All doors leading into ODAR space will be constructed with solid wood cores or metal sheathed with inaccessible hinge pins or non-rising fixed-hinge pins and be equipped with panic hardware with key override.
- Each hearing office shall be provided with a separate employee entrance providing ingress without going through the reception room. The employee entrance door will be equipped with pushbutton combination-type locks capable of being opened with one hand for ingress. Peepholes at standard height and wheelchair height will be added to employee and rear entrances for security purposes.
- Adequate external lighting, especially at all entrances, must be provided.

EXHIBIT B

In addition, each judicial bench in the hearing room(s) shall be equipped with a duress alarm (panic button) which will be connected to the hearing office's intrusion detection system (IDS). When activated the duress alarm would signal in the nearest GSA Law Enforcement Branch or contract monitoring station.

- In hearing office space located in a multi-tenant building, the following is the minimum requirement:
- ODAR space perimeter walls must be solid to the true ceiling (slab). Exception: Where slab-to-slab construction is precluded because access to the plenum is required, or in space located above the ground level where it would adversely affect the weight of the floor load, 9-gauge extruded wire mesh, will be installed from the top of the wall to the true ceiling.

Any additional protective measures or services needed to ensure reasonable security for employees, visitors, Government property and confidential records shall be determined on a case-by-case basis by the ODAR Regional Office (RO), the Office of the SSA Regional Commissioner (RC) and the GSA Law Enforcement Branch. When it is possible to anticipate the security measures and services needed, they shall be included in the space request.

F. Parking

SSA policy is that free or subsidized parking for the general public or employees will not be furnished at additional expense to SSA due to budgetary costs. In some instances, SSA will request parking for carpools, disabled employees, and in and out parking for employee use and for program purposes. ODAR may request a maximum of two parking spaces for "in and out" business for program purposes. These spaces will be included as part of the lease. Neither the ODAR ROs or hearing offices have the authority to request parking from GSA for any other reasons. Written approval from the Office of the SSA Deputy Commissioner for Finance, Assessment and Management, must accompany any request for parking to GSA other than as described in this section. Otherwise, GSA will not comply with the request for parking.

When ODAR is the only building tenant and/or the only tenant utilizing the parking lot, additional accessible parking spaces for the disabled beyond those otherwise required or existing, (whichever is greater) shall be provided based on the size of the office. This shall be in addition to any reserved parking required by ODAR for employees with disabilities.

When ODAR is to be located in a multi-tenant building in a downtown location, parking for the disabled shall be provided as follows: (1) In an adjoining parking lot or garage with a fully accessible route to the office. Quantity shall be 5 spaces in addition to existing disabled parking provided or in addition to disabled spaces required by code, whichever is greater; (2) along city streets, by having the city provide a minimum of three disabled spaces, in addition to any existing or otherwise planned or required spaces within 1/2 block from the accessible entrance. The offeror shall provide assurance from the city that the spaces will be restricted to usage by the disabled during the tenancy of SSA.

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EXHIBIT B

SSA/ODAR will accept free parking only when the lessor furnishes parking for building tenants which is included as part of the lease. This occurs when tenants are offered free parking spaces based on the amount of space leased. These parking spaces should be allocated on a priority basis to disabled employees, in and out business parking for program purposes, carpools, then others. Public transportation, if available, must be within two blocks of the space. In suburban areas, in small communities and in areas of major cities where adequate public transportation and on-site parking are not available secure vehicle parking facilities MUST be available at reasonable commercial rates for visitors and employees within a two block radius of the space. Secure parking is defined as parking that meets Federal Protective Service guidelines and should be resolved before any lease is signed. "Reasonable rates" will be determined by local pricing levels.

In those locations where on-site parking is not available, parking for the disabled must be located within the same block. In addition, GSA will contact local authorities and request the placement of a loading/unloading zone in front of the office for the disabled and other visitors.

Availability of public transportation, public and commercial parking, and on-site parking shall be considered as award factors in evaluating offers, but not as requirements of the Solicitation for Offers (SFO). Locations which meet SSA/ODAR space requirements and have on-site parking for visitors and employees shall be given priority consideration during the process of evaluating offers from potential lessors.

Restricted or metered parking of two hours or less within the two block area of the space does not meet parking requirements. This is because many SSA/ODAR contacts with the public cannot be completed within two hours.

Failure to meet the above requirements constitutes grounds for rejecting a site.

I. General Office Space Allowances

1. Primary Office Area (POA) Space (Space for Personnel)

POA space is the personnel-occupied area in which an activity's normal operational functions are performed and on average shall not exceed 125 square feet per person in ODAR occupied space (excluded from the POA are special space and office support area space requirements). It should be understood that the space allowances noted below are considered guidelines for developing office layouts and should not be considered as entitlements (see Table C). Additionally, employees in open space areas (refer to Sections 1.1.e., f and g.) will eventually be provided systems furniture workstations approximating 44-60 square feet. It should be understood that the 100 square foot allowance is intended to provide for the workstation itself, aisle space and other general requirements.

a. Administrative Law Judge

Each ODAR hearing office is manned by a cadre of ALJs of which one serves as the Hearing Office Chief ALJ (HOCALJ). This individual is responsible for administering and directing hearing office operations. All ALJs assigned to an office conduct quasi-judicial administrative hearings, weigh evidence presented, and render decisions on cases filed by claimants who have previously been denied SSA benefits at initial and reconsideration levels. The hearings are conducted in a hearing room.

The following requirements are authorized and will be provided as an initial space alteration:

- Allow the HOCALJ a private office that will not exceed 250 square feet. It is preferred that the room enclosure be 20 feet in length. The HOCALJ shall have a desk top video (DVU) in his/her office; therefore, the associated lan drop, analog line and electrical outlet, and analog line and electrical outlet for fax machine, is also required.
- Allow each subordinate ALJ a private office that will not exceed 200 square feet. It is preferred that the room enclosure be 20 feet in length.
- Walls, ceilings and penetrations shall be conditioned to a sound transmission class (STC) of 45.
- Select private offices with external windows, as designated on the floor plan, will have a transom window.

b. Group Supervisor

The Group Supervisor directs the activities of a group people who are involved in a variety of activities related to the adjudication of claims. The Group Supervisor will be provided a private office that will not exceed 150 square feet. All walls, ceilings and penetrations shall be conditioned to a STC of 45 as an initial space alteration. Select private offices with external windows, as designated on the floor plan, will have a transom window.

c. Decision Writer (Senior Attorney Advisor/Staff Attorney/Paralegal Specialist)

These positions provide legal assistance in developing cases for hearings and drafting decisions for ALJS. These positions require the employee to dictate his/her work product.

Decision Writers require privacy and quiet in order to review cases and dictate into dictating units, without interruption or sound from other sources.

Allow each of these employees a private office that will not exceed 120 square feet. All walls, ceilings and penetrations shall be conditioned to a STC of 45 as an initial space alteration. Private office with external windows, as designated on the floor plan, will have a transom window.

d. Hearing Office Director

This individual supervises anywhere between 12 and 60 support personnel, and may have an assistant in some regions or larger offices. This position is totally responsible for maintaining a smooth and efficient workflow throughout the hearing office. This responsibility includes assigning work, revising assignments, and providing technical advice and guidance to all support personnel. This position is selecting official for the majority of positions in the office and is the key figure in dealing with labor relations, performance standards, congressional st (b) (6) all other key areas involving employees under his/her supervision. (b) (6)

The HOD will be provided a private office that will not exceed 200 square feet. All walls, ceilings and penetrations shall be conditioned to a STC of 45 as an initial space alteration. The HOD will require support for a fax machine with associated analog line and electrical requirements.

The office shall be provided with a glass view panel (with installed drapes or mini-blinds), 4 feet wide and 3 feet high, and 42 inches above floor level. Select private offices with external windows, as designated on the floor plan, will have a transom window.

e. Senior Case Technician

The case technician performs case control responsibilities for new and prior claim files, and assists the ALJ by reviewing the claimants' files for procedural completeness and accuracy prior to the hearing. This employee also ensures that all necessary documents are available for the ALJ's use during the hearing, and ensures that post-hearing actions related to the processing of the decision file are completed.

The space allowance for each case technician (including the HO supervisor, if there is one), shall not exceed 100 square feet. These workstations will be located in an open space area.

f. Receptionist Workstation

Space is allowed for one shared workstation in 1-7 ALJ offices and two shared workstations in eight and above ALJ offices to enable various clerical employees to serve as receptionist(s) to the hearing office. The workstation shall be directly adjacent to the public reception room but accessible from the main office area. A room enclosure shall be constructed no greater than 100 square feet in 1-7 ALJ offices, or 200 square feet (two enclosures @ 100 square feet each) in eight or above ALJ offices. A window (see Table P) will be installed in one wall of the enclosure for each receptionist to allow efficient and practical communication between an SSA claimant and ODAR office staff. The window dimensions should be approximately 40 inches by 40 inches. The window is to be shatterproof or unbreakable for the protection of the employee. The window will be installed 42 inches above floor level, and have an opening at the bottom of approximately 20 inches by 4 inches, and a 4 inch diameter voice transmission opening.

The door leading from the general office area to the reception room will be equipped with an electronic buzzer release latch activated at the receptionist workstation, or push-button combination lock. A duress alarm to alert management to a security problem will be provided at each receptionist workstation.

g. Other Support Staff

All other HO support staff to include the HO systems administrator (computer assistant), case technician, administrative assistant, case intake technician, lead case technician, hearing reporter, etc. perform duties appropriate to the respective job title and classification.

Space allowances for these positions shall not exceed 100 square feet. These workstations will be located in an open space area.

~~h. Private space for HSPD-12 equipment~~

~~Based upon Homeland Security Presidential Directive 12 (HSPD-12), Policy for a Common Identification Standard for Federal Employees and Contractors, the National Institute for Standards and Technology (NIST) developed Federal Information Processing Standards Publication (FIPS Pub) 201 including a description of the minimum requirements for a Federal personal identification verification (PIV) system. HSPD-12 directs the implementation of a new standardized badging process, which is designed to enhance security, reduce identity fraud, and protect the personal privacy of those issued government identification. This policy means major changes in the issuance of ID badges. Only those individuals who meet the minimum requirements under the PIV process will be issued an SSA HSPD-12 credential.~~

~~Due to the security and privacy requirements of this initiative, the HSPD-12 equipment and furniture associated with it will be provided a private office that will not exceed 100 square feet. All walls, ceilings and penetrations shall be conditioned to a STC of 45 as an initial space alteration. The room shall be secured by a keyed lock.~~

2. Office Support Area Space (OSA)

OSA Space includes extraordinary circulation space requirements, and those specific and discrete areas constructed as office space and used to meet mission needs outside the agency's requirement for housing personnel. Please reference Table C for specific OSA allowances for developing office layouts/floor plans.

Within ODAR, OSA space will include space for mission needs such as processing areas, which will include reference library, docket and file, space for electronic typewriter/fax machines, photocopiers, and extraordinary circulation. OSA space will be allowed based on 22% of the total office space assigned for staff and shared workstations. Additionally, a file area allowance of seven (7) square feet per file cabinet and twelve (12) square feet per shelving unit is permitted for these (collective) equipment requirements above the maximum number of staff authorized. This does not include space requested for special space areas (hearing rooms, visitor restroom, data communications [DCR] room, storage/room, the training/multipurpose room, reception room, and confer room[s]).

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a. Processing Area

(1) Reference Library Area

Each ODAR hearing office has a need to maintain volumes of law books, legislative rulings, Federal regulations, etc. which are used consistently by ALJs and staff attorneys in the decision writing process. Other pertinent material, such as ODAR and SSA handbooks, directives, and guides are also maintained for all office staff use.

Each hearing office will have one standard size reference library area of 200 square feet. This area will house one workstation and 10-12 shelving units. The reference library will be in the open area, and accessible to the general clerical area.

(2) Docket and File Area

ODAR hearing offices maintain a very high volume of pending and completed confidential claim files. These folders contain material on all claimants who have filed for benefits. Each office on average has approximately 600-700 cases pending per ALJ. The docket and file area should have a capability to store a minimum of 500 pending cases per ALJ (the remaining cases will be located at the employees' workstations and in case control areas). Generally, these cases are stored on open face shelving units (allow 12 square feet each), although many offices may utilize file cabinets (allow 7 square feet each) for this purpose. These claim files are retained in hearing offices for indefinite periods of time, awaiting hearings, pre and post development activities, or typed transcripts from outside contractors.

The space allowance for this area will be determined by the number of ALJs assigned to the hearing office. Allow 75 square feet for a workstation, and 84 additional square feet to house 7 shelving units (shelving will be provided by ODAR) for each ALJ unit in the hearing office. Generally, 7 shelving units are sufficient to house 500 cases per ALJ; however, some offices with a higher pending caseload may require additional shelving units to house their caseload. On a case by case basis, these offices can be allowed additional space for additional shelving units (allowing approximately 12 square feet per shelving unit). If possible this area should be adjacent to the storage/mail room.

(3) Electronic Memory Typewriter/Fax

ODAR currently allows at least one electronic memory typewriter per hearing office. However, some hearing offices may require additional memory typewriters. On a case by case basis, additional memory typewriters may be allowed. Each office is also allowed two (2) fax machines, one in the general clerical open area, the other in the reception area. Install two standard duplex electrical outlets for this as a part of the initial space alteration. Each office is allowed two (2) scanners with workstations for converting paper evidence to digital evidence. These two "units" (inner

and workstation) shall be housed in the general clerical open area. Special duplex outlets on dedicated circuits for scanner “units” are required associated with network lan drops, and will be identified by ODAR prior to build out.

(4) Photocopier Machine

Most ODAR hearing offices (4 ALJs and above) have at least two large photocopiers provided for the high volume copy requirements of these offices. Allow for a single photocopier in 1-3 ALJ offices, two copiers in 4-9 ALJ offices, and three copiers in 10 or higher ALJ offices. In larger offices, and higher copier volume offices, more photocopiers may be provided. Photocopy machines will require dedicated electrical circuits, as specified by ODAR.

b. Extraordinary Circulation (corridor space for Ingress Hearing Room(s))

ODAR hearing offices have a requirement for dual entrances to the hearing room, i.e. claimants enter from the reception room and the ALJs from the office proper. To ensure this and the adjacency of other hearing office requirements allow a maximum of 50 square feet for an access corridor from the office side of the hearing room for ALJ entry to each hearing room and video teleconferencing hearing room assigned. Current reception room allowances provide sufficient space for an access corridor for claimant entry from the reception room to each hearing room assigned.

3. Special Space Areas

The hearing rooms (traditional and video conferencing), DCR room, separate visitor restroom facilities, storage/mail room, reception room, confer room(s) and the training/multipurpose room are considered special space areas in all ODAR hearing offices, and will be exempted from space utilization rate calculations.

a. Hearing Room

Administrative hearings are conducted in a hearing room, in accordance with, the provisions of the Administrative Procedure Act. In each office, the hearing room(s) will be furnished to accommodate a formal session, including claimant, family members, counsel, witnesses, medical and vocational experts, spectators, as well as the ALJ and legal clerk.

Allow one hearing room of for every two ALJ’s. In offices with uneven numbers of ALJS, an additional hearing room will be provided, e.g. 5 ALJs = 3 hearing rooms. Hearing rooms housing Video Teleconferencing (VTC) equipment will measure 400 square feet, and hearing rooms without VTC equipment will measure 350 square feet. This hearing office has (2) VTC hearing rooms.

All hearing rooms shall contain the following special features:

(1) Architectural

It is preferred that the hearing room be planned in interior space rather than at the perimeter of the building.

The hearing room will have two entrances, one for the claimant and the general public to enter into from the reception room, and one for the ALJ to enter from the office area. Both doors shall be solid core, without louvered openings. To allow the guards better surveillance of the rooms without having to enter and possibly disrupt hearings, view panels, no larger than 4" x 4", are suggested for both the ODAR hearing room public and ALJ entry doors. If peepholes only are installed, two (2) per door satisfying ADA requirements with 180 degree viewing will be added to both doors. The ALJ entry door shall be equipped with a dead-bolt lock with a minimum 1-inch throw and have inaccessible hinge pins or have nonrising fixed-hinge pins. The lock must also be a thumb-turn latch (from the office side of the door) and not a double key cylinder lock. The ALJ entry door must have panic hardware on the hearing room side that allows one-hand egress. Pneumatic doors are not to be installed in the ODAR hearing room because these doors may prevent quick egress in the event of an emergency and may allow unauthorized access to prohibited areas by the public. The public entry door shall be equipped with a combination lock to ensure privacy during a hearing.

The room enclosure shall be of slab to slab construction. Partitions shall be textured vinyl covered or equivalent and have a minimum sound transmission class (STC) of 50. Entry/exit doors shall not compromise the STC 50 requirement. Duct, pipe or other penetrations shall be properly sealed. Duct silencers shall be used as required to ensure the required STC of 50. The ceilings shall be acoustically treated to provide a minimum STC of 45.

The walls are to be sealed with caulking on both the top and bottom of the walls. Wall construction should provide a gypsum board thickness of at minimum 5/8", with a preferred thickness of 1". A single layer of W bonded to another layer of "A" creates an ideal surface to subdue mechanical coupling (vibration) between the layers of the wall. Studs on the wall should be "offset" to further eliminate noise transference.

The hearing room shall be furnished with quality carpet tiles and draperies, and equipped with a raised dais (6 feet, 9 inches in depth, spanning the entire width of the hearing room, with a height of 6 inches), and a judicial bench (see separate attachment for dimensions). The dais width may be modified to allow an access aisle or to permit appropriate clearance for door swing for the ALJ entrance. A railing with gate, as shown in attachment, shall be constructed and installed in front of the dais as specified by ODAR. A US flag with base shall be securely mounted on the platform for security purposes so that neither the base nor the flag can be readily moved.

EXHIBIT B

One of the hearing rooms, as designated by ODAR, is to be constructed so that the ALJ dais is wheelchair accessible. This may be by ramp or other approved method proposed by the contractor.

In designated VTC hearing rooms, the wall opposite the raised dais shall be reinforced to accommodate wall mounting a flat-screen TV. The wall will be reinforced to hold an 48" to 65" video monitor with mounting bracket, video camera, codec and any associated surge protector(s) having a combined weight of 260 pounds. The section of the wall to be reinforced will be determined to be centered behind the center of the monitor and provide support to mount a video camera and codec below the monitor. The wall reinforcement area should be at least 65" in width and extend from the floor to the top of the monitor (approximately 86" from the floor). The reinforcement work shall be accomplished in such a manner as to safely and securely hold the monitor, codec and camera, so that the equipment will not fall or move and the soundproofing will not be compromised. The bracket placement must allow the monitor to be hung (centrally/off center right/left on the wall as determined by ODAR representative) in such a position and at a height that is clearly visible and unobstructed with the bottom of the monitor (where the camera is placed) being at eye level for the primary users of the room, including the ALJ while seated on a 6" high dais and participants seated at the witness table. The camera when mounted just below the monitor must have an unobstructed view of the ALJ and any witnesses in the room. ODAR will supply the bracket to be installed on the wall to support the flat-screen TV.

(2) Electrical and Telephone

A standard electrical outlet (110V) shall be provided in the judicial bench as part of the initial space alteration. The bench shall also have a duress alarm (panic button) installed on the bench within easy reach of ODAR personnel to signal in the nearest GSA Law Enforcement Branch or contract monitoring station in the event of an emergency situation during the hearing process.

For VTC hearing rooms: five outlets for data communication will be required with associated electrical outlets (ALJ's bench, digital recording unit, two (2) workstations, video teleconferencing TV) for each hearing room. In addition, three (3) phone analog lines will be required (fax machine, digital recording unit, video teleconferencing TV) for each hearing room. Special duplex outlets on dedicated circuits will be required for the ALJ's bench, digital recording unit, and two (2) workstations) for each hearing room. The fax machine will not require a dedicated electrical outlet, but may use a regular electrical outlet.

For non-VTC hearing rooms: four outlets for data communication will be required with associated electrical outlets (ALJ's bench, digital recording unit, two (2) workstations for each hearing room. In addition, one (1) phone analog line will be required (digital recording unit) for each hearing room. Special duplex outlets on dedicated circuits will be required for the ALJ's bench, digital recording unit, and two (2) workstations) for each hearing room.

EXHIBIT B

Special duplex outlets on dedicated circuits for video teleconferencing (VTC) equipment will be required. For the VTC equipment within the room, at a minimum, there shall be one isolated ground type duplex receptacle on a dedicated circuit. This receptacle shall be orange in color, 20 amps, 125 volts. It shall be located within three (3) feet of the VTC equipment on the short wall of the room. It shall be wired to a dedicated 20 amp, one pole circuit breaker back to existing isolated ground panel board. A separate isolated ground wire and neutral conductor should be run with a phase - conductor. There shall be a similar circuit provided for the Polycom unit which will be located in close proximity to the VTC television unit.

Lighting shall be provided by fluorescent ceiling fixtures. The fixtures shall be equipped with parabolic louvers/lenses. The lamps shall be in the 3600 to 4900 Kelvin range, the T8, cool white lamp type. These lamps shall be non-energy saving type. The lamps shall be located in a configuration and pattern which will not produce glare on the monitor as seen from the conference table but still provide adequate light on the conference table and the participants. The level of light on the conference table surface and the participants shall be between 80 and 100 foot-candles. For video teleconferencing purposes the other areas of the room (i.e., behind the conference table and over the equipment and monitor) shall have a light level of 60 foot-candles.

Placement is important so as to not create glare on computer monitors. Lighting should be placed to achieve a well dispersed, horizontal, ambient light throughout the room. The lighting fixtures should be reflective, non-direct lighting. The illustration below shows two types of reflective (indirect) light fixtures.

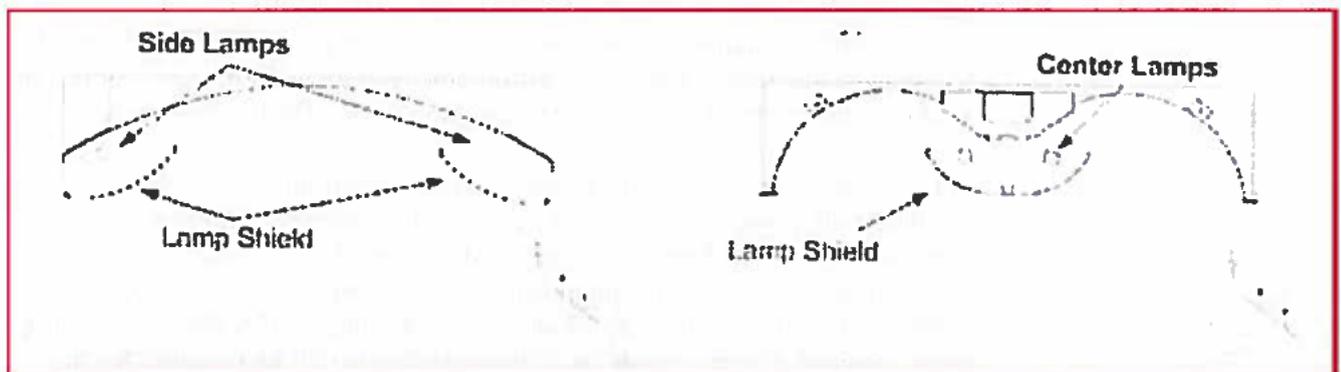
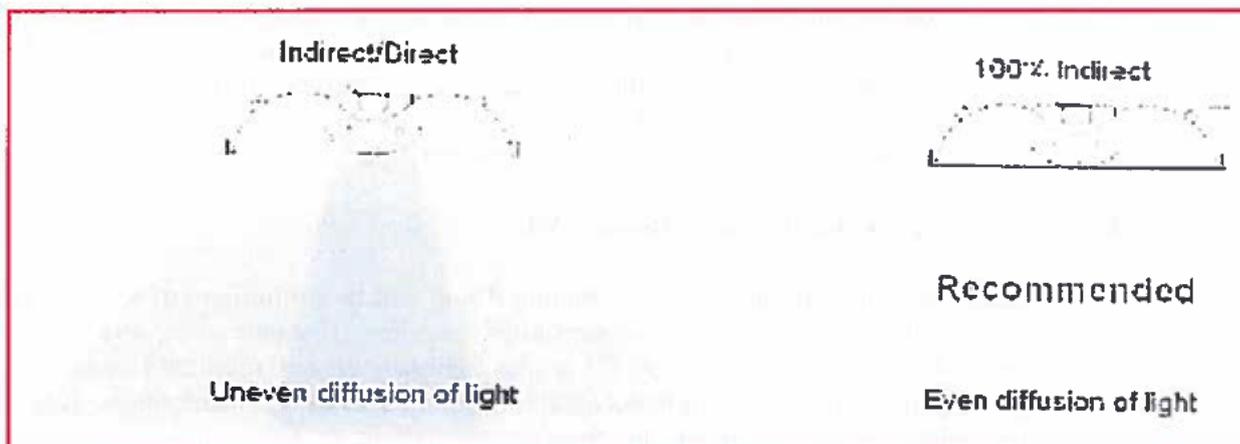


EXHIBIT B

The lighting configuration in the room should provide even coverage throughout the room. 100% indirect lighting should be used to ensure that there is even disbursement with no "hot-spots" such as caused by direct lighting mixed with indirect. The below illustration shows lighting coverage using indirect/direct lighting and 100% indirect lighting methods.



Light cast on a face should be at a 45 to 60 degree angle and from multiple locations to minimize shadowing around the eyes and chin. There should be 400 to 500 lux on the faces of the participants (vertical plane). The usual color temperature of the lighting should be between 3,000 to 3800 degrees Kelvin. (Indoor light setting for broadcast cameras is 3200 Kelvin; Outside setting is 5600 Kelvin). For video conferencing purposes indoor artificial lighting, "daylight" type lamps, produce the best results. Incandescent quartz halogen light sources are the most popular for video production lighting. Do not use low energy florescent lights that operate between 30 and 50 kHz.

High frequency electronic ballasts are required for video room lighting. If used, there will be no flicker to interact with a video camera.

To improve screen contrast and image sharpness, the room surfaces around the screen should be dark and shaped to shield the screen from ambient light. The dark finish on adjacent surfaces prevents the screen's own light from being diffusely reflected onto itself. In other words, proper architectural design is essential in achieving good screen image quality.

(3) Heating, Ventilating and Air Conditioning System (HVAC)

In general, the hearing room(s) shall be maintained at a temperature range of between 68 and 78 degrees Fahrenheit. Relative humidity will be maintained between 10 and 90 percent. The room will be separately zoned and have its own separate thermostatic control inside the room. The HVAC system shall be designed to supply on average 6 complete air changes per hour with a minimum of 20-percent fresh air. All duct penetrations into the room shall be baffled so as not to compromise the STC requirement of the wall. HVAC service required beyond standard HVAC equipment operating hours or on weekdays or holidays is reimbursable to GSA.

b. Individual Video Training Room (IVT)

The size of the Individual Video Training Room will be a minimum of 830 sf. The room shall be rectangular, and proportioned from just off square to 2:3 as a maximum ratio. This will allow for proper camera angle and monitor viewing by participants. The room will be located in the inner area of the office space. It should be designed so that claimants and their representatives access it without going through the employee portion of the space. It shall not be located along exterior windows whenever possible. It shall also not be located adjacent to any noise or vibration Producing elements, such as elevators (shafts or machine rooms), mechanical rooms, restroom plumbing walls and doors or corridors that contain high traffic. The Individual Video Training Room shall contain the following special features:

(1) Architectural

All walls surrounding and door(s) leading into the video training room shall have a minimum STC of 45. The floor covering wall surface color shall be light blue/grey. The covering shall be carpet tile. The ceiling shall be suspended, acoustical panels.

The wall which will support the video training equipment shall be reinforced to accommodate wall-mounting the flat-screen TV for video training.

(2) Electrical and Telephone Requirements

Special duplex outlets (not to exceed three) on dedicated circuits for video teleconferencing (VTC) equipment will be required. The standard electrical alterations shall be one duplex outlet to every 100 sf of total office space.

For the VTC equipment within the room, at a minimum, there shall be one isolated ground type duplex receptacle on a dedicated circuit. This receptacle shall be orange in color, 20 amps, 125 volts. It shall be located within three (3) feet of the VTC unit.

VTC equipment shall be placed on the short wall of the room. It shall be wired to a dedicated 20 amp, one pole circuit breaker back to existing isolated ground panel board. A separate isolated ground wire and neutral conductor should be run with a phase -conductor. There shall be a similar circuit provided for the Codec unit, whenever it is installed.

A separate telephone line shall be provided within the video teleconferencing room for use by the participants and for service personnel.

Lighting shall be provided by fluorescent ceiling fixtures. The fixtures shall be equipped with parabolic louvers/lenses. The lamps shall be in the 3600 to 4900 Kelvin range, the T8, cool white lamp type. These lamps shall be non-energy saving type. The lamps shall be located in a configuration and pattern which will not produce glare on the monitor as seen from the conference table but still provide adequate light on the conference table and the participants. The level of light on the conference table surface and the participants shall be between 80 and 100 foot-candles. For video teleconferencing purposes the other areas of the room (i.e., behind the conference table and over the equipment and monitor) shall have a light level of 60 foot-candles.

(3) Heating, Ventilating and Air Conditioning System (HVAC)

Supplemental, separately zoned heating, ventilation, and air conditioning in conformance with SA and ASHRAE standards is required. All duct penetrations into the room shall be baffled so as not to compromise the STC requirement. Low velocity systems are necessary to minimize equipment and system generated noise. HVAC service required beyond standard HVAC equipment operating hours or on weekends or holidays is reimbursable to GSA.

c. DCR Room

The DCR Room will be a minimum of 250 square feet. This will accommodate a minimum configuration consisting of a telephone system; a Local Area Network (LAN) file server and related equipment, e.g., LAN rack; and computer equipment consisting of a controller and printer. Dependent upon the amount/type of additional computer or telephone equipment, the size will be increased accordingly. ODAR RO will make this determination based on their knowledge of the equipment to be installed.

All DCR Rooms will contain the following standard special features:

(1) Architectural

Painted walls will be required. The floor covering shall be smooth vinyl tile. The entry door to the room shall be solid wood core or metal sheathed with hinges mounted inside the room. The room shall be secured with a six-pin tumbler, off-master lock with a deadbolt lock having a minimum throw of 1". All keys to the room shall be controlled by SSA/ODAR. If water sprinkler fire protection devices are present in the room, they must have on-off style sprinkler heads. A carbon dioxide fire extinguisher is required.

(2) Electrical and Telephone Requirements

The DCR Room shall contain a minimum of three standard duplex electrical outlets, five quadruplex and six duplex electrical outlets, type IG NEMA 5-20R or equivalent. Two of these IG electrical outlets will be devoted to the IWS/LAN rack. Electrical power shall consist of one 115 volt, 60 Hz, single-phase, 20 amp dedicated circuit with IG wire for each of the five quadruplex and six duplex outlets. ODAR will provide the number of each type outlet required with the submission of the Request for Space. If an ACD system is to be housed in the DCR Room, two 110 volt grounded duplex outlets, fused for 20 amps, will also be required and are not to be applied to the maximum.

Board for the telephone system (location to be shown on the layout).

(3) Heating, Ventilating and Air Conditioning System

The DCR Room shall be maintained at a temperature range of between 68 and 80 degrees Fahrenheit, 24 hours per day, 7 days per week. The HVAC system must be at least 3 tons and capable of maintaining ± 2 degrees of the thermostat setting. Relative humidity will be maintained between 10 and 90 percent. The room shall be separately zoned and have its own separate thermostat control inside the room. The HVAC system shall be designed to supply, on the average, 6 complete air exchanges per hour with a minimum of 20-percent fresh air. Utility costs to operate the HVAC system for the room beyond normal/standard HVAC equipment operating hours or on weekends or holidays are reimbursable to GSA. Arrangements for the maintenance and servicing of the HVAC system shall be identified in the OA.

(4) Telephone System Requirements

Telephone systems for hearing offices with computer equipment will be installed in the DCR Room. One dedicated electric circuit and one telephone outlet will be required inside the room.

In the area within the DCR Room or dedicated area to be used for the telephone system, if sprinkler heads are present, they must be the on-off type. The area size for the telephone system will be determined by the number of employees, but is not in addition to the minimum dimensions outlined for the DCR Room, with one exception: If an Automatic Call Distributor (ACD) phone system is to be housed in the DCR Room, an additional 160 square feet of space is required. Electrical and HVAC requirements for the ACD are the same requirements as those specified above for the DCR Room.

Telephone systems (key, hybrid, PBX) in all hearing offices have the following requirements:

- A smooth surfaced sheet of 3/4" thick plywood, Class C or better, treated with at least two coats of fire retardant paint/or sealant applied per the manufacturer's instructions will be mounted on one wall. The longest side of the plywood sheet will be installed horizontally with lowest edge 36" above the floor.
- In offices with less than 45 employees, the sheet of plywood will be 4'H x 4'W. In offices with more than 45 employees, the sheet of plywood will be 4'H x 8'W.
- The architectural requirements, with the exception of surface-mounted acoustically-treated material, are the same requirements as those specified above for the DCR Room.

d. Employee/Visitor Restroom Facilities

Restrooms MUST be accessible to the disabled. Separate restroom facilities shall be provided for employees and visitors.

(1) Employee Restrooms

Employee restrooms in leased space and Federal Buildings shall be provided as building standard and part of initial space alterations. They will not, however, be a part of the net usable space. Employee restrooms shall be placed by SSA/ODAR at the time of layout. These facilities must be located on the same floor as the ODAR office and meet the guidelines for facilities. If not part of the actual office space, for security purposes, the employee/building standard restrooms shall be equipped with pushbutton combination-type locks capable of being opened with one hand.

In proposed lease locations, the offered space shall indicate the building standard restrooms for SSA/ODAR employee use, showing location and fixtures sufficient to meet the schedule required.

If employee restrooms are located in ODAR space, high quality satin paint or vinyl wall coverings of not less than 13 ounces per square yard consistent with building standard shall be used in restroom areas. Wall coverings shall be replaced or repaired as required. Painted surfaces in all restrooms shall be repainted every three years.

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(2) Visitors Restroom

During peak periods visitors may represent 40 percent of the total hearing office population. For their comfort and convenience, and in order to limit unwarranted employee/claimant contact, separate visitor restroom facilities shall be provided.

One visitor unisex restroom shall be located within the ODAR space assignment, be accessible to individuals with special needs, and should be directly accessible from the reception room. The restroom wall partitions shall have a STC rating of 45. The floor covering shall be vinyl tile. The facility shall consist of one toilet, toilet stall, urinal and sink with mirror. Maintenance and upkeep will be provided by the lessor as a standard building service. Additional cleaning of the restroom may be required because of high use.

Space for each restroom shall not exceed 50 square feet.

The Solicitation for Offers shall indicate that the visitor restroom, either existing or constructed, must be located near the public entrance to the space or be accessible from a public corridor, or from the reception room, without requiring access to the employees' work area.

High quality satin paint or vinyl wall coverings of not less than 13 ounces per square yard consistent with building standard shall be used in restroom areas. Wall coverings shall be replaced or repaired as required. Painted surfaces in all restrooms shall be repainted every three years.

e. Multipurpose Room

(1) Architectural

All walls surrounding the training/multipurpose room shall have a minimum STC of 45. The room shall have a chair rail surrounding the inside walls of the room. The chair rail will be considered above standard and will be reimbursable to GSA. The door and frame construction shall be designed to meet the same STC requirement as the surrounding wall. The floor covering shall be vinyl tile. Where specified by ODAR, the room may require a special acoustically-treated folding wall.

A stainless steel sink with hot and cold running water mounted in a 60" long/or 72" long cabinet base with matching overhead cabinets, and garbage disposal, paper towel dispenser, and soap dispenser will be installed in all hearing offices.

The cabinet must have two drawers in front, and internal adjustable shelf enclosed by four doors. Drawers and doors will be provided with hardware. Counter top, edges, and backsplash must be covered with pressure laminated plastic (Formica or equal). All other wood-type surfaces to be painted or stained to harmonize with the room decor (see diagram of counter and cabinet Table E).

(2) Electrical

Special duplex outlets on dedicated circuits for appliances are required, and will be identified by ODAR prior to buildout.

f. Reception Room

The reception room consists of space exclusively for public use. This includes persons awaiting hearings, those appearing to discuss a case, and those seeking information under Public Law 89-487. At busy times the wait may be prolonged, making provision for comfort important.

Usually 5-8 individuals, other than office personnel, are involved in a typical hearing. This includes the claimant and his/her representative, a vocational expert, a medical expert, witnesses, family members, etc.

The reception room shall be located at the main entrance to the office, and the entrance door shall be equipped with an automatic door opener. The reception room shall be directly adjacent to the hearing room(s) and confer room(s).

Allow for a single photocopier in the reception area. Photocopy machines will require dedicated electrical circuits, as specified by ODAR. A fax machine will also be placed in the reception area, requiring an analog phone line and associated electrical outlet.

A security guard will be stationed in the reception room, requiring space for a station which will minimally include a place for non-agency visitors to sign-in, CCTV monitor, phone, and storage for security-related devices and documentation. The physical size of this area should not exceed 100 square feet.

(1) Architectural

In order to most efficiently serve the public in an atmosphere of safety and security, the following space alterations, as specified by SSA/ODAR in the initial space request, will be provided for the reception room:

- The reception room will be separated from the general office area by floor to ceiling partitions, or a wall.
- In all hearing offices, high quality satin paint or vinyl wall coverings are considered standard. All walls surrounding the reception room shall have a chair railing. The rail shall be a standard molding of 1" x 4" and, shall be installed 26" above the floor.

The visitor restroom and a drinking fountain will be accessible to individuals with special needs and directly accessible from the reception room without entry to the general office area.

(2) Heating, Ventilating and Air Conditioning System (HVAC)

The HVAC system must be designed to supply at least 6 complete air exchanges per hour with a minimum of 20 percent fresh air. The room will receive supplemental, separately zoned HVAC and must be provided with a separate thermostat control and lockcase. Service required beyond normal HVAC equipment operating hours or on weekends or holidays is reimbursable to GSA.

g. Storage/Mail Room

Each hearing office has a need for storage of office supplies, forms, bulk storage, etc. and a working area for the receipt and dispatch of mail. This includes the high volume of claim files being received and dispatched daily.

The mail room is to be enclosed with floor to ceiling walls in space that is not shared with other operating units or functions and as close as possible to the employee entrance to the office proper. The perimeter walls must be solid to the true ceiling, except where slab-to-slab construction is precluded because access to the plenum is required, or space where it would adversely affect the floor load. In those instances, electronic security devices (e.g. motion detectors) must be installed or 9-gauge extruded wire mesh must be installed from the top of the wall to the true ceiling. Allow one standard duplex electrical outlet for mail-metering machine in this area as a part of the initial space alteration. A telephone analog line will be required for the mail-metering machine as designated on the floor plan.

Doors must be limited to the minimum necessary to permit efficient workflow and safety and should be kept closed during normal operating hours. Access must be controlled with a cipher lock or key-lock system. Additionally, doors to the mail centers must be alarmed and monitored for after hours activity.

Storage-quality space shall be acquired by GSA whenever possible to meet non-contiguous storage space requirements.

h. Conference Room

The adjudicative process involves frequent confidential interviews between claimants and counsel, counsel and witnesses, and other groupings. They cannot, with propriety, be held in the open or in the office of hearing office employee. Therefore, provision is made for a private confer room, for the sole use of claimants and their representatives. Due to the nature of the electronic hearing process, confer rooms which provide private space are increasingly essential also for claimant-only review of his/her electronic folder as this may be the claimant's only means to do so. The number of hearing files managed digitally increases exponentially.

Each confer room shall be located in close proximity to the reception room and hearing room(s), to avoid having the public traverse through working areas of the ODAR hearing offices. The confer room(s) shall be closed off from other office space with ceiling-high partitions. One solid core entry door, without louvered openings, shall be installed in the confer room. The room enclosure (floor, ceiling, walls, door, including all penetrations) shall have an STC no less than 45.

The physical size of this room should not exceed 100 square feet. Each conference room will require one (1) outlet for data communication with associated electrical outlet for use with a workstation as designated by ODAR.

i. General Office Requirements

1. Electrical Service, Telephone Service and Computer Cabling

Surface mounted (electrical) outlets or wires across public traffic aisles will not be permitted. It is preferred that electrical, computer cabling and telephone cabling be installed in ceiling space and in power poles. If not possible, then cabling may be installed underfloor in conduits or modular raceways that permit the installation of floor mounted outlets in open working areas.

In modular or systems furniture installations, the duplex and isolated ground receptacles and powerpoles associated with the furniture are provided by SSA. Junction boxes and associated branch circuit wiring for the modular-system furniture powerpoles are to be provided as part of the initial space alteration. The ceiling grid will be redesigned based on the furniture layout provided and the lighting system will be modified or replaced to provide even lighting throughout the office space as part of the initial space alteration.

In multi-tenant buildings, electrical panels serving only SSA/ODAR space shall be located inside SSA/ODAR's space.

Large electrical current feeders installed in the ceiling space or below the floor of SSA/ODAR office space shall be enclosed in rigid galvanized steel conduit (RGC) or electrical metallic tubing (EMI) to lessen possible electromagnetic interference with SSA/ODAR color terminals. The lessor shall provide a floor plan of the office space indicating the location of such feeders.

Conduit and/or raceways and cabling for ODAR computer equipment must meet the specifications provided with each request for space. Conduit and/or raceways to accommodate LAN cable installations on a floor or between floors shall be installed as part of the initial space alterations.

All LAN cable shall be funded by ODAR, using the RWA process. Installation instructions and diagrams must be provided by ODAR or its computer vendor to GSA or the contractor along with the approved space (design intents) layout. Cable installation shall be done by the GSA/contractor with assistance and/or advice of ODAR's personnel or computer vendor. The computer installation vendor must be hired and funded by ODAR. ODAR will be responsible for the final connection of all ODAR computer equipment to the installed cable.

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Electrical outlets shall, be installed at a ratio of two duplex electrical outlets or one quadruplex electrical outlet for every 100 square feet of total space and shall be consistent with established SSA electrical policy (see Table G) authorized for most hearing offices. This ratio includes copier outlets, but does not include outlets requiring type IG NEMA 5-20R (isolated ground) receptacles or similar special receptacles or wiring to accommodate SSA computer equipment. Computer service electrical outlets shall be installed on the basis of one duplex receptacle for each piece of computer equipment to be located in the office. Use only Bryant 53621G or Hubbell IG5362 isolated ground receptacles (orange).

Electrical power for computer equipment shall consist of one 115 volt, 60 Hz, single phase, 20 amp dedicated circuit with isolated ground (IG) wire for each four or fewer terminals and one 115 volt, 60 Hz, single phase, 20 amp dedicated circuit with an IG wire for a maximum of two printers per 20-amp dedicated circuit. SSA/ODAR will advise GSA on the number of dedicated circuits required based on the clustering of the computer equipment.

One telephone outlet for every 100 square feet of total space should be sufficient for most actions.

The purchase and installation arrangements and cost for separate telephone systems (key, hybrid, PBX) or Automatic Call Distributor (ACD) phone systems for any SSA/ODAR hearing office is the responsibility of SSA/ODAR. The environmental requirements for such equipment must be provided along with the SSA/ODAR space requirements submission.

2. Office Identification Signs

ODAR hearing offices must be clearly identified for easy location by the visiting public. Outside signs will be mounted on the exterior wall and will be of sufficient size to be easily seen from the street. In addition, in locations with street-side marquees, an additional sign on the marquee to identify the office location in the building will be required. Directories and lobby signs shall be provided in multi-tenant buildings which clearly identify the location of the ODAR office. As determined by ODAR, directional signs shall be included.

3. Drinking Fountains

Drinking fountains shall be provided adjacent to public and employee restrooms. These fountains shall have an up-front spout and control so that they will be accessible to and usable by the physically disabled.

4. Floor Coverings

Floors shall be carpeted with carpet tiles except where SSA/ODAR has specifically requested that vinyl tile be provided. Carpet tiles shall be antistatic type with a static value of less than 2,500 volts at 20 percent humidity. Carpeting in all ODAR field offices shall be replaced as required.

The lessor shall also provide extra carpet totaling 2 percent of the amount required for initial occupancy.

5. Wall Finishes and Coverings

High quality satin paint or vinyl wall covering of not less than 13 oz. per square yard are standard for the reception room. Vinyl wall coverings which are not the building standard are reimbursable to GSA. In ODAR hearing offices with heavy walk-in traffic, fiberglass liner panels are acceptable in lieu of washable vinyl wall covering in the reception room, and are reimbursable.

Painted surfaces in the reception room and restrooms shall be repainted every three (3) years. Painted surfaces in all other hearing office areas shall be repainted every five (5) years. Wall coverings shall be repaired or replaced as required.

6. Cleaning

Facilities shall be cleaned between the hours of 8:00 a.m. and 4:30 p.m. Wherever possible, vacuuming will be done either before or after the office is open to the public. Daytime cleaning is to be considered standard, and shall be covered as part of the lease. Some offices may require additional restroom cleaning up to two times daily. Such additional cleaning will be negotiated on a case-by-case basis.

7. Indoor Air Quality

Application of insecticides (except traps), paints, glues, adhesives, and heating ventilating and air-conditioning (HVAC) system cleaning compounds containing highly volatile or irritating organic compounds will be kept to a minimum during working hours in SSA/ODAR occupied spaces. A reasonable attempt will be made to schedule operations involving these substances outside of office hours. Advance notice will be provided to the on-site manager before applying noxious or objectionable chemicals in SSA/ODAR spaces. Manufacturer's recommendations and Material Safety Data Sheets (MSDS) will be consulted to ensure that adequate ventilation is maintained during work procedures involving chemicals.

GSA will control contaminants at their source. GSA indicator levels for carbon monoxide, carbon dioxide, and formaldehyde will be used to trigger actions directed at lowering pollutant levels.

GSA will promptly investigate indoor air quality complaints. The on-site manager will be notified whenever mechanical equipment affecting indoor air quality is mechanically defective, shut down, or otherwise impaired.

SSA reserves the right to conduct independent inspections of its workplaces and areas servicing its workplaces, to the extent that GSA has access to those areas.

The lessor shall promptly dry, remove or replace damp or wet areas or materials. Materials which cannot be removed will be decontaminated according to Public Health Service standards.

g. Layout Factors and Adjacency

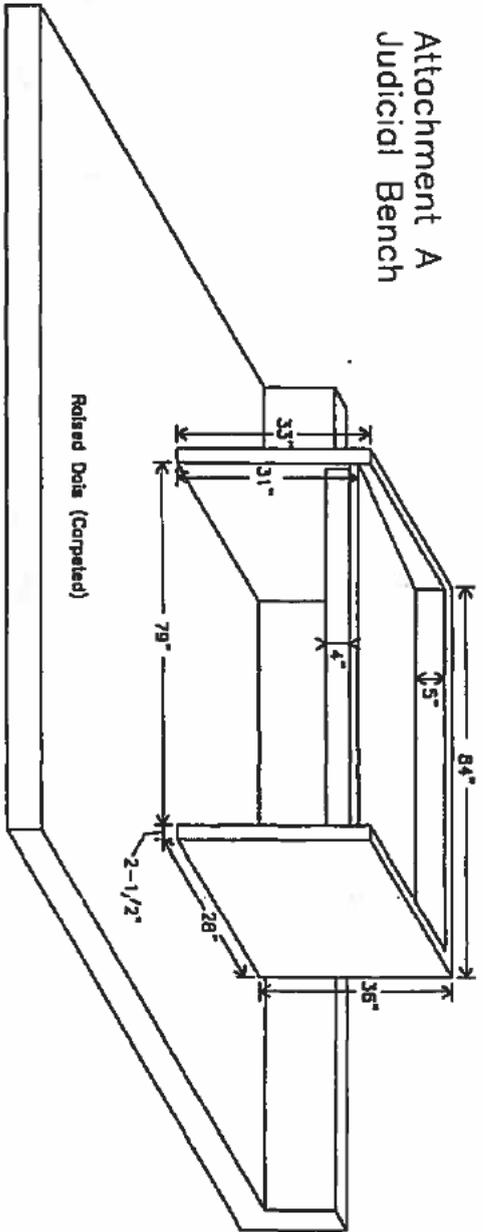
GSA will make additional space allowances for circulation and layout based on agency functional requirements and anticipated or actual physical variations in the building design.

An access corridor for ALJ entry from the office proper to the hearing room as well as an access corridor for claimant entry to the hearing room from the reception room is required.

HO management may use its discretion when working with the ODAR RO and SSA layout specialist to determine the actual layout of a new office.

It is preferred that the reception room, hearing rooms, confer rooms, and visitor restrooms be co-located and planned in interior space. Additionally if possible, it is preferred that the video teleconferencing hearing rooms, training/multipurpose room, DCR room, storage/mail room, reference area, and docket and file area also be planned in interior space.

Attachment A
Judicial Bench



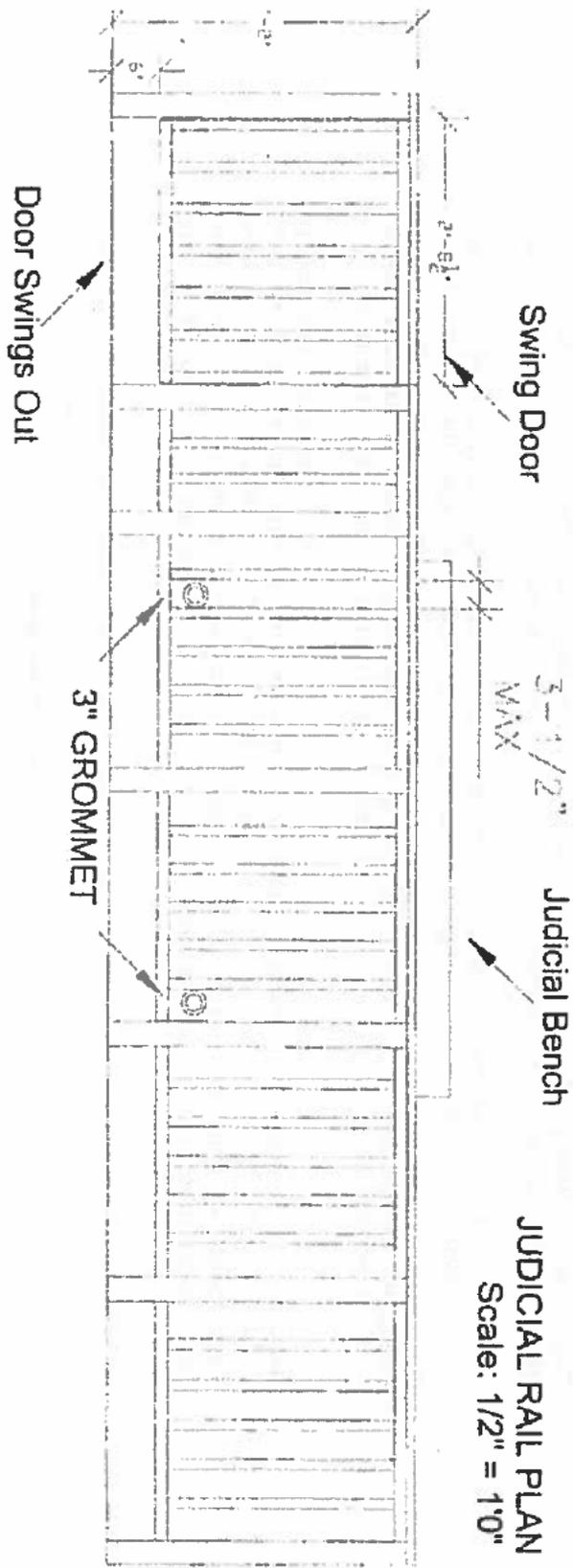
The raised dais shall be constructed to cover the width of the hearing room from judge's entry door jamb to the opposite wall (see design intent). The dais shall be constructed from 3/4" interior grade plywood and stud grade framing lumber. Blocking and framing must be sufficient to prevent any warping or deflection of the unit when in use. Carpet all exposed surfaces.

A 12" partial wall should be constructed across the front of the dais to provide space for the required electrical outlets shown on the design intent. The wall should be finished with a decorative cap matching the other room finishes (either stained or painted). When the raised flooring extends across the entire span of the room, a four foot opening should be left in the partial wall on the side across from the All entry door.

The judicial bench shall be constructed from kiln dried cabinet grade wood, birch veneer plywood, 3/4" particle board and Formica (or equal) plastic laminate. Finish all raw edges and exposed surfaces (except desk top) with stained veneer. Finish desk top with matching plastic laminate. Completed bench must be solid. Set free-standing bench in the center of the finished dais against the previously described partial wall.

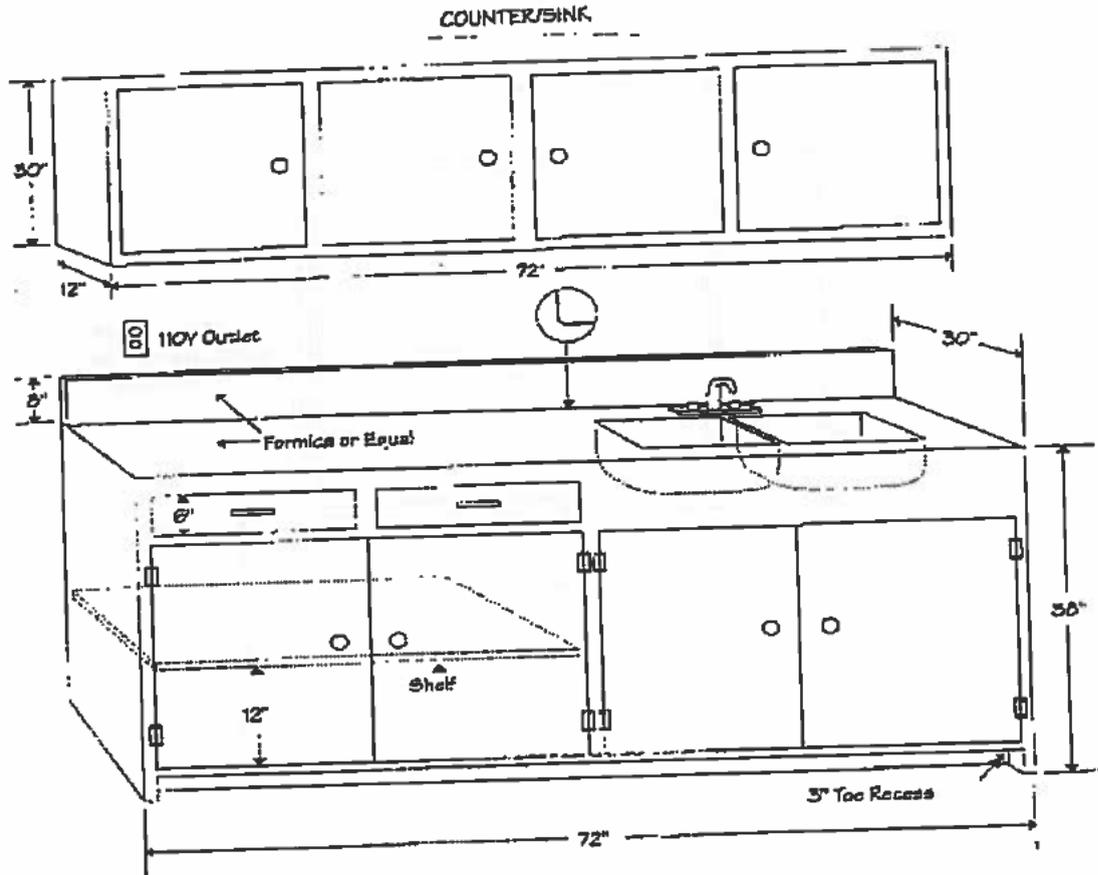
The judicial bench shall have three two-inch diameter holes cut across the back edge of the desk top for the purpose of running equipment wires.

ALING: Should be constructed as shown with the stationary section next to the swing door being adjusted for the width of the room. Electrical outlets and data cables should be situated below the rail on the side.



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SINK SPECIFICATIONS

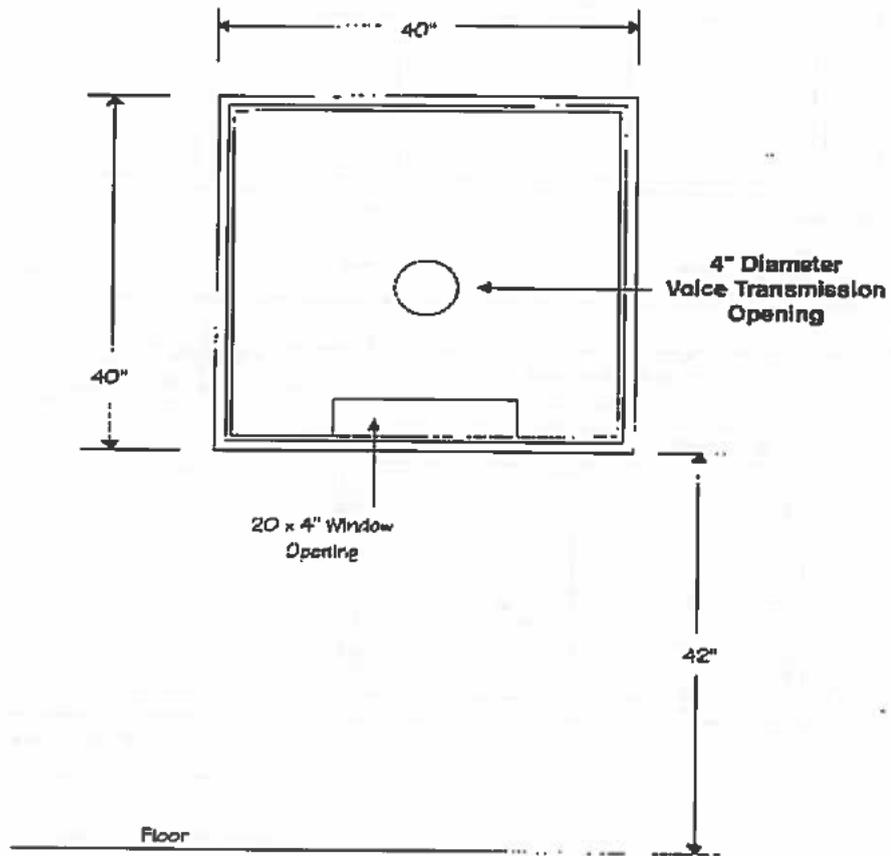
- Double compartment kitchen-type 20 gauge stainless steel sink approximately 33" x 22" x 7 3/8" complete with mixer faucet, movable water spout at least 6" in length
- Garbage disposal
- Paper towel dispenser
- Soap dispenser

The cabinet will be constructed with two drawers in front and an internal adjustable shelf enclosed by four doors. Drawers and doors to have hardware. Counter top, edges, and backsplash must be covered with plastic laminate. All other wood-type surfaces to be painted or stained to harmonize with the room decor.

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EXHIBIT B



Install a stationary glass window (shatterproof); size 40 x 40" with a 4" diameter voice transmission opening and 20 x 4" window opening at bottom center.

**Social Security Administration
Office of Disability Adjudication and Review
Hearing Office Build Out Requirements**

The Office of Disability Adjudication and Review (ODAR) is charged with conducting independent hearings and deciding appealed determinations involving the benefit provisions of the Social Security Administration (SSA) programs.

ODAR hearing offices, located nationwide, are staffed with a cadre of Administrative Law Judges (ALJs), each supported by at least one decision writer (staff attorney or paralegal specialist), a legal assistant and two or three clericals. In addition, hearing offices also have supervisory positions such as the Hearing Office Director (HOD) and Group Supervisors. An administrative staff including a management services assistant, computer assistant, administrative assistant and administrative clerks may also be assigned in each hearing office.

A hearing, conducted by an ALJ, is a full due process hearing in which witnesses, including vocational and/or medical experts, may be called. The claimant usually is represented and may also provide witnesses on his/her behalf. The number of individuals (including the ALJ, hearing monitor, and or other ODAR personnel) in attendance at a hearing averages 7 to 9 people.

I. General Space Requirements

- A. Each toilet room shall be provided with a floor drain with a trap primer. The floor should slope toward the floor drain.
- B. Accessible drinking fountains should be provided in close proximity to public and employee restrooms.
- C. Lever-type standard commercial duty door handles are required on all exterior and interior doors.
- D. The public and employee entrance(s) must be handicapped accessible. Push-button automatic door openers shall be provided at the main public entrance door as well as all restrooms serving the tenant agency space.
- E. Floors shall be carpeted with carpet tiles except where ODAR has specifically requested vinyl or ceramic tile. Carpet tiles shall be antistatic type with a static value of less than 2,500 volts at 20 percent humidity. Excessively worn or stained tiles that cannot be cleaned shall be replaced at no additional cost to the government. The lessor shall provide, at occupancy, extra carpeting totaling 2-percent of the amount required for future use to ensure matching lot numbers.
- F. High quality satin paint shall be required throughout the ODAR office space.

II. Internal Space Specifications

- A. All doors leading from public space to ODAR secured space should be secured with simplex type combination locks. These doors should also have a wide angle "Door Scope" type peephole mounted at 55".

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- B. Specifications for individual rooms are defined below (but may be superseded by instructions provided on the approved design intent floor plan):
1. Chief Administrative Law Judge office – walls, ceilings and penetrations shall be conditioned to a STC of 40 and the space shall be finished with paint and carpet tile. The door to this office should be equipped with a separately keyed lock.
 2. Administrative Law Judge office(s) – walls, ceilings and penetrations shall be conditioned to a STC of 40 and the space shall be finished with paint and carpet tile. The doors to these offices should be equipped with separately keyed locks.
 3. Group Supervisor office(s) – walls, ceilings and penetrations shall be conditioned to a STC of 40 and the space shall be finished with paint and carpet tile. The doors to these offices should be equipped with separately keyed locks.
 4. Decision Writer (Staff Attorney/Paralegal Specialist) office(s) – walls, ceilings and penetrations shall be conditioned to a STC of 40 and the space shall be finished with paint and carpet tile. The doors to these offices should be equipped with simple passage set hardware.
 5. Hearing Office Director office – walls, ceilings and penetrations shall be conditioned to a STC of 40 and the space shall be finished with paint and carpet tile. The door to this office should be equipped with a separately keyed lock.
 6. Hearing Room(s) finished with paint and carpet tile.
 - a. Each hearing room will have two entrances, one for the claimant and guests to enter from the reception room, and one for the ALJ to enter from the office area.
 - b. The ALJ entry door shall be equipped with passage set hardware and a dead-bolt lock with a minimum 1-inch throw and have inaccessible hinges pins or non-rising fixed hinge pins. The lock must have a thumb-turn latch (from the office side of the door) and not a double-key cylinder lock.
 - c. The public entry door should be equipped with a simplex combination lock to restrict public access to the room from the reception area.
 - d. Each door should have a wide angle “Door Scope” type peephole mounted at 55”.
 - e. The room enclosure shall be of slab to slab construction.
 - f. Walls, ceilings and penetrations shall be conditioned to a STC of 50. Entry/exit doors shall meet the same minimum STC requirement. Duct silencers shall be used as required to ensure the required STC.
 - g. Each hearing room will be equipped with a carpeted, raised dais and bench shroud. Details will be provided with the Design Intent Package.
 - h. In addition to special wiring noted later in the document, a standard electrical outlet (110V) shall be provided under the judicial bench.

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- i. Each hearing room shall be maintained at a temperature range of between 68 and 78 degrees Fahrenheit. Relative humidity will be maintained between 10 and 90 percent.
 - j. The room will be separately zoned and have its own separate thermostatic control inside the room capable of maintaining the set temperature range without affecting other spaces in the office.
 - k. The HVAC system will be designed to supply on average 6 complete air changes per hour with a minimum of 20-percent fresh air.
 - l. Rooms designated as Video Hearing rooms have special lighting requirements that are provided under separate cover.
7. Interactive Video Training Room finished with paint and carpet tile.
- a. All walls surrounding and doors leading into the IVT room shall have a minimum STC of 45.
 - b. The doors into this space should be equipped with simple passage sets.
 - c. The lighting in this room shall be located in a configuration and pattern so as to not produce a glare on the monitor. The light level on the conference table surfaces and participants shall be between 80 and 100 foot candles. The light level for other areas shall be 60 foot candles.
 - d. Supplemental, separately zoned HVAC is required. The temperature in this room should be adjustable without affecting any other space in the building. All duct penetrations into the room shall be baffled so as not to compromise the STC requirement. Low velocity systems are necessary to minimize equipment and system generated noise.
 - e. The IVT satellite dish requires roof space (minimum 10' x 10') for a non-penetration roof mount with an unobstructed southwestern view and a minimum elevation of 15 degrees above the horizon. Access to buildings over 3 stories must be by hatch/door and an elevator. The dish requires room to maneuver through the access. The roof space necessary for the satellite dish will vary according to the size of the dish required by each site (1.8 or 2.4 meter dishes). The dish will be connected to an Integrated Receiver Decoder (IRD) via 75ohm plenum-rated coaxial cable. This cable will supply the power to the dish. The purchase and installation of the satellite dish will be the responsibility of the Social Security Administration.
8. Data Communications Room finished with paint and standard vinyl floor tile.
- a. The entry door to the room shall be solid wood core or metal sheathed with hinges mounted inside the room.
 - b. The room shall be secured with a simplex type combination lock.
 - c. If water sprinkler fire protection devices are present in the room, they must have on-off style sprinkler heads.
 - d. A carbon dioxide fire extinguisher is required in the room.

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- e. The DCR shall be maintained at a temperature range of between 68 and 80 degrees Fahrenheit, 24 hours per day, 7 days per week.
 - f. The room shall be separately zoned and have its own separate thermostatic control inside the room. The system must be capable of maintaining +/- 2 degrees of the thermostat setting.
 - g. A smooth surface sheet of 3/4" thick plywood, Class C or better, treated with at least two coats of fire retardant paint and/or sealant applied per the manufacturer's instructions will be mounted on one wall. The longest side of the plywood sheet will be installed horizontally with the lowest edge 36" above the finished floor.
9. Training/Multipurpose Room finished with paint and luxury vinyl floor tile.
- a. All walls surrounding the training/multi-purpose room shall have a minimum STC of 45. The door and frame construction shall be designed to meet the same STC requirement as the surrounding wall.
 - b. The doors into this space should be equipped with simple passage sets.
 - c. The room shall have a standard size chair rail surrounding the inside walls of the room.
 - d. This room may require a special acoustically treated folding wall. If required, the type and location will be shown on the approved design intent floor plan.
 - e. A stainless steel sink with hot and cold running water mounted in a 60" to 72" long cabinet base with matching overhead cabinets shall be installed in all hearing offices. A garbage disposal, paper towel dispenser and soap dispenser will also be provided.
 - f. The base cabinet shall have at least two drawers and an internal shelf enclosed by doors. Drawers and doors shall be provided with hardware. Counter top, edges and backsplash must be covered with pressure laminated plastic (formica or equal). All other wood-type surfaces should be painted or stained to harmonize with the room décor.
10. Reception Area finished with paint and luxury vinyl floor tile.
- a. All walls surrounding the reception room, including hallways leading to the hearing rooms shall have a standard size chair rail installed.
 - b. The room shall receive supplemental, separately zoned HVAC and must have a separate thermostatic control in the room with a lockable case.
 - c. The HVAC system must be designed to supply at least 6 complete air changes per hour with a minimum of 20 percent fresh air.
 - d. One or two reception windows will be installed in the reception area as shown on the approved design intent drawing. Each window should be 30"W by 36"H and 44" from base of opening to the finished floor. Window should have 3/4" acrylic covering the opening with a 20" x 4" cut-out at the bottom for a document pass

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- through. A 4" diameter voice transmission opening should also be cut out in the center of the acrylic.
- e. Double doors leading into the reception area from the building common space or from the outside should be glass store-front or building standard. They should be equipped with an automatic door opener/closer and have a thumb-latch deadbolt for evening lockout. A metal plate should be attached to cover the gap between the doors where the deadbolt is installed to protect the lock from tampering.
 - f. Doors leading from the reception area to ODAR secured space should be equipped with a simplex type combination lock and should have a wide angle "Door Scope" type peephole mounted at 55".
11. Storage/Mail Room finished with paint and standard vinyl floor tile.
 - a. Doors leading into this space from secured ODAR space should be equipped with simple passage sets.
 - b. Doors leading into this space from the reception area or other outside areas should be equipped with simplex type combination locks.
 12. Conference Room(s) – walls, ceilings and penetrations shall be conditioned to a STC of 45 and the space shall be finished with paint and carpet tile. Doors leading into this space should be equipped with simple passage sets and a side light to allow observation into the room without disturbing the privacy of the occupants.

III. Site Specific Requirements

- A. Each private office labeled WRITER, GRP SUP, CONF, HOD, HOCALJ, ALJ or similar should have an isolated ground duplex outlet and a category 6 data outlet installed at the location marked WS. In addition, a regular duplex power outlet should be provided on each wall of the office.
- B. Each hearing room should have an isolated ground duplex outlet and a category 6 data outlet installed at each location marked WS. A regular duplex power outlet and telephone jack should be installed in each hearing room at any location marked FAX. In addition, a regular duplex power outlet should be provided on each wall of the room.
- C. In the hearing room(s) designated as Video Hearing Rooms, three isolated ground duplex outlets, one category 6 data outlet and one telephone jack should be installed at the location marked VH.
- D. A wall-mounted category 6 data outlet should be installed in the multipurpose room, IVT room, the DCR and the mail/storage room adjacent to the light switches.
- E. At least four regular duplex power outlets should be provided along the wall in the multipurpose room that includes the sink and counter area. These outlets should be capable of handling the loads generated by a microwave oven, toaster oven, refrigerator, coffee maker and other small appliances. All other walls in the multipurpose room should have at least two regular duplex power outlets installed.

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- F. At least eight regular duplex power outlets should be installed in the files/storage room at regular intervals. The remainder of the open office space should have regular power outlets installed at reasonable intervals.
- G. Two regular quadra-plex outlets should be installed under the plywood phone board in the DCR. At least one other regular duplex power outlet should be installed on each wall of the DCR.
- H. An isolated ground duplex outlet and a category 6 data outlet should be installed in each location marked LP, SC or CPY. A regular duplex power outlet and a telephone jack should be installed in each location marked FAX.
- I. In the IVT Room at the location marked TV, a isolated ground quadra-plex power outlet and category 6 data outlet should be installed along with an empty box with conduit above ceiling for connection to the satellite dish on the roof.
- J. In the IVT Room at the locations marked WS, an isolated ground duplex outlet and category 6 data outlet should be installed for training drops.
- K. A regular duplex outlet and a category 6 data outlet should be installed in the reception area on the wall near the space marked for the guard.
- L. Detailed generic specifications for the isolated ground outlets and data cables are provided under separate cover and may be supplemented by additional specifications and plans from the SSA electrical contractor (SmithGroup).
- M. The lessor is responsible to purchase and install all data and telephone wiring within the office to include termination at both ends.
- N. Lighting for all private offices and support rooms should be controlled via switch within the room. All other lighting throughout the open space should be controlled from one bank of switches located at the employee entrance. Occupancy sensors are acceptable.

IV. Wall Reinforcement Requirements for Hearing Rooms

In each designated video hearing room shown on the floor plan, the contractor shall:

- Reinforce the wall opposite the judge's dais and bench so that it will securely and safely hold a 48" to 63" video monitor, video camera, codec and any associated surge protector(s).
- If a LAN drop and electrical outlets are not in place on the wall to be reinforced, install the electrical outlets and provide an access path for the LAN cable so that the electrical outlets are positioned at baseboard height below the monitor when mounted. Electrical outlets must be no more than 5 feet from the monitor and codec position.
- Finish the wall with drywall or other material consistent with the existing room finish and paint.
- Upon completion of the reinforcement, provide the Hearing Office Director with a diagram and a brief written description of how the reinforcement was accomplished.
- Mark on the surface of the reinforced wall, the location of support studs and the perimeter of any plywood or other material used to reinforce the wall to guide the equipment installation contractor.

Task

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The contractor shall provide all labor and materials required to reinforce a wall to hold a 48" to 63" video monitor with mounting bracket, video camera, codec and any associated surge protector(s) having a combined weight of 260 pounds. The camera and video codec will be mounted below the monitor (center) so the area of reinforcement should be a minimum of 63 inches wide and should extend from the floor to the top of the monitor when mounted on the bracket (approximately 86" from the floor). At the option of the government, the contractor may be responsible for mounting the monitor bracket on the reinforced wall but the contractor will not be responsible for hanging the monitor or camera. The reinforcement work shall be accomplished in such a manner as to safely and securely hold the monitor, codec and camera, so that the equipment will not fall or move and the soundproofing will not be compromised.

Electrical outlets for the equipment are to be provided or moved if not available within 6 feet of the monitor bracket and access provided for LAN cabling which will be installed by the installation vendor. The wall reinforcement shall be finished with drywall or other material consistent with the existing room finish and painted or repapered. The wall supports shall be marked as specified above and a diagram and description of the work that was done provided to local management. The descriptive document should identify the site name and the hearing room number.

The equipment that will be mounted on the reinforced wall consists of the items listed below. Specific brands of monitors and the exact brackets used for mounting the equipment may vary depending upon availability. Makes, models and weights provided here are approximate. Information regarding the exact makes and models of equipment to be used will be furnished when available. The mounting bracket for the monitor will be shipped to the site manager prior to the wall reinforcement. As stated previously, the wall reinforcement contractor is only responsible, at the option of the government, for mounting the wall bracket for the monitor. The remaining equipment will be shipped later and mounted by the installation contractor. Because the wall reinforcement contractor will only be responsible for mounting the wall bracket for the monitor at the option of the government, the contractor should bid this activity separately from the wall reinforcement bid.

Examples

Monitors

Panasonic TH-58PZ7000U

Dimensions (57.3"W x 36.1" H x 5.6"D)

Weight 165.3 Lbs

<http://www.panasonic.com>

Mounting bracket for monitor

Panasonic U3-TB OmniMount

www.omnimount.com

Weight 25 pounds

Video camera/codec

Polycom HDX 9001

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www.polycom.com

Wall mount for video codex

Middle Atlantic Products WRS-WRP series 19" low profile wall mounts

www.middleatlantic.com

Estimated Total Weight – 260 lbs maximum

Location of Work

The section of the wall to be reinforced will be determined by local management so as to be centered behind the center of the monitor and provide support to mount a video camera and codex below the monitor. The contractor should coordinate the location of the wall to be reinforced with local management. The wall reinforcement area should be at least 63" in width and extend from the floor to the top of the monitor (approximately 86" from the floor). The monitor will be hung (centrally/off center right/left on the wall as determined by local management) in such a position and at a height that it is clearly visible and unobstructed with the bottom of the monitor (where the camera is placed) being at eye level for the primary users of the room, including the ALJ while seated on a 6" high dais and participants seated at the witness table. The camera when mounted just below the monitor, must have an unobstructed view of the ALJ and any witnesses in the room.

Soundproofing

Hearing room walls are currently soundproofed to STC 50 (some older walls will be 45 STC). Any wall reinforcement should not compromise the existing soundproofing. Additional soundproofing may be ordered by hearing office management at their option if the configuration of the site and the location of the reinforced wall is likely, in their opinion, to result in sound leakage that could compromise the privacy of the hearing room environment.

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**Office of Disability Adjudication and Review (ODAR)
Hearing Office Design Guide and Electrical Standards**

I. DEFINITIONS

DATA COMMUNICATIONS ROOM – room that contains one or more equipment racks with servers, routers, data switches, and other miscellaneous equipment needed to manage the network. This room also houses the voice communications equipment and connections to the Social Security Administration (SSA) wide area network.

GENERAL PURPOSE (GP) POWER– circuits that provide power for all tenant use equipment. They shall be fed from general power Panel-Board “A”. These circuits shall not originate from any technical power (TP) Panel-Board “TP”

ISOLATED GROUND (IG) POWER – circuits that provide power for SSA computer systems and systems furniture. They shall be fed from power Panel-Board “IG”. These circuits shall not originate from any general-purpose power Panel-Board “A”.

TECHNICAL POWER (TP) – circuits that provide power for all SSA computer systems and systems furniture. They shall be fed from technical purpose power Panel-Board “TP”. These circuits shall not originate from any general-purpose power Panel-Board “A”.

II. ODAR HEARING OFFICES

ODAR is charged with conducting independent hearings and deciding appealed determinations involving the benefit provisions of SSA programs.

ODAR hearing offices, located nationwide, are staffed with a cadre of administrative law judges (ALJ), each supported by at least one decision writer (staff attorney or paralegal specialist), case technicians, and two or three clerical staff. In addition, hearing offices may also have positions such as the Hearing Office Director (HOD), a Hearing Office Systems Administrator (HOSA), an Administrative Assistant (AA), and Group Supervisors (GS).

A hearing, conducted by an ALJ, is a full due process hearing in which witnesses, including vocational and medical experts, may be called. The claimant usually is represented and may also provide witnesses on his/her behalf. The number of individuals, including the ALJ, verbatim hearing recorders, and other ODAR personnel in attendance at a hearing, averages five to nine people.

III. OFFICE ELECTRICAL AND DATA REQUIREMENTS

- A. Each **private office** labeled WRITER, GROUP SUPERVISOR, HEARING OFFICE DIRECTOR, HEARING OFFICE CHIEF ADMINISTRATIVE LAW JUDGE (HOCALJ), ADMINISTRATIVE LAW JUDGE, and CONFERENCE ROOM should have a technical power duplex receptacle and a Category 6 data outlet installed at the location marked IWS. In addition, a general-purpose power duplex receptacle should be provided on each wall of the office.
- B. Each **hearing room** should have a technical power duplex receptacle and a Category 6 data outlet installed at each location marked "WS". A general power duplex receptacle and one analog telephone jack should be installed in each room at any location marked "FAX". In addition, a general-purpose power duplex receptacle should be provided on each wall of the room.
- C. In **hearing rooms designated as video hearing rooms**, three technical power duplex receptacles and one Category 6 data outlet. One analog telephone jack should be installed at the location marked "VH" if the video equipment being installed is an older HDX model video unit; it is not necessary if the video unit is a new RPG model. At this location shall also be installed an empty 4" x 4" gang box (quad style) and blank cover plate, coupled to a 1 1/2" rigid conduit in the upper side of the box. It shall be fitted with a trailing pull string, rigid conduit length determined by terminating the conduit 6" above the line of the acoustic or finished ceiling.
1. NOTE: If the video equipment in the hearing rooms designated as video hearing rooms is going to be mounted at inception or a later date, the location marked "VH" shall be reinforced to mount and securely hold a digital display of a maximum weight of 300 pounds, at a height determined in the field. If the video monitor will be permanently mounted on a data stand, the wall will not need to be reinforced.
- D. In any office labelled **hearing office director or group supervisor**, a closed circuit video (CCV) monitor shall be installed along with one Category 6 data outlet and one technical power duplex receptacle.
- E. In the **reception area**, a general-purpose power duplex receptacle and a Category 6 data outlet should be installed on the wall near the space marked for the guard. A CCV monitor shall be mounted at this location along with a technical power receptacle.
- F. In the **multipurpose room, IVT room, data control room (DCR), and mail/storage room**, a wall-mounted Category 6 data outlet should be installed at or near the location indicated on the approved design intent drawing.

- G. In the **multipurpose room**, at least four general-purpose power duplex receptacles should be provided along the wall that includes the sink and counter area. These receptacles should be capable of handling the loads generated by a microwave oven, toaster oven, refrigerator, coffee maker and other small appliances. All other walls in the multipurpose room should have at least two general-purpose power duplex power receptacles installed.
- H. In each location marked **laser printer ("LP")**, **scanner ("SC")**, and **copier ("CPY")**, technical power duplex receptacles and a Category 6 data outlet should be installed.
- I. In each location marked **"FAX"**, a general-purpose power duplex receptacle and an analog telephone jack should be installed.
- J. In the **IVT Room**, at the location marked **"TV"**, a technical power double duplex receptacle and Category 6 data outlet should be installed along with an empty box with conduit that extends above ceiling for connection to the satellite dish on the roof.
- K. In the **IVT Room**, at the locations marked **"IWS"**, a technical duplex receptacle and Category 6 data outlet should be installed for training drops.
- L. The lessor is responsible to purchase and install all data and telephone wiring within the office to include termination at both ends.
- M. Lighting for all private offices and support rooms should be controlled via switch within the room. All other lighting throughout the open space should be controlled from one or several banks of switches located at each of the employee entrances. Occupancy sensors are acceptable.
- N. Power, data, and other electrical system requirements are found in the [SSA Field Office Electrical Requirements from the Field Office Technical Design Guide](#) with the following exceptions and clarifications:
 - 1. Install an Amphenol panel to support analog telephone services. See Tab M.
 - 2. The DCR rack shown in Tab M.
 - 3. Telecommunication cables/wires that leave the SSA-controlled space shall be in conduit.
 - 4. A public address system is not required for any areas within the ODAR space (except for in the national hearing centers).
 - 5. Conference rooms do not require floor mounted receptacles. In its place, wall-mounted receptacles shall be installed adjacent to each table.

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6. Technical power shall be provided for all computer equipment.

IV. **Data Communications Room (DCR)** – the function of this room is to house data servers and network equipment.

A. Shall be finished with paint and have vinyl floor tile.

1. Paint must be durable eggshell finish, cleanable, low VOC content, and in colors to match office color scheme.
2. Vinyl floor tile shall be 12-inches x 12-inches, 10 percent pre-consumer recycled materials, 2 percent rapidly renewable materials, 1/8-inch thickness, and in colors to match office color scheme.

B. Any Permanent Remote Site without a secured DCR shall include the following to house the router, switch, and patch panel:

1. Wall-mounted lockable cabinets for routers at 24" high, 36" high, and/or 48" high or
2. Floor model lockable cabinets of:
 - a. Heights: 60" and/or 72"
 - b. Widths: 27.3", 19" EIA rack-mount
 - c. Depths: 18", 24", and/or 30"
3. Wheeled base adds approximately 6" to height.

C. The entry door to the room shall be solid wood core or metal sheathed with hinges mounted inside the room. The door shall be provided with a door strike or other approved security lock.

D. If water sprinkler fire protection devices are present in the room, they must have on-off style sprinkler heads.

E. A carbon dioxide fire extinguisher is required in the room.

F. An independent dedicated air conditioning system shall be provided for DCR to serve the room 24/7 and for the entire year, regardless of facility operating hours. Design of the system shall provide the following requirements:

1. Obtain the heat load of all servers and equipment to be installed in the room.
2. HVAC design shall be per current ASHRAE guide lines.

3. HVAC system shall maintain temperature between 72-75 °F.
 4. A ceiling-mounted Precision Cooling Unit is recommended.
 5. System shall include humidity control for the room maintaining 50% RH with acceptable range of maximum of 60% RH and minimum of 35% RH.
- G. Walls shall be full height with a sound transmission class (STC) of 55 and shall be full height from "floor-to-floor" or "floor-to-roof" structure to completely enclose the DCR.
- H. A smooth surface sheet of 1/2-inch thick plywood, Class C or better, treated with at least two coats of fire retardant paint and/or sealant applied per the manufacturer's instructions shall be mounted on one wall. The longest side of the plywood sheet will be installed horizontally with the lowest edge 36" above the finished floor.
- I. Location of DCR shall be such that it is able to supply telecommunication cable run less than 295-feet and be located such that the Local Exchange Provider is able to provide service.
- J. In the DCR shall also be installed an empty 4" x 4" gang box (quad style) and blank cover plate, coupled to a 1 1/2" rigid conduit in the upper side of the box, and fitted with a trailing pull string. Rigid conduit length shall be determined by terminating the conduit 6" above the line of the acoustic or finished ceiling.
- L. Two technical power double duplex receptacles should be installed under the plywood phone board in the DCR. At least one other technical power duplex receptacle shall be installed on each wall of the DCR.



THE SOCIAL SECURITY ADMINISTRATION

FIELD OFFICE

ELECTRICAL REQUIREMENTS

FROM THE

FIELD OFFICE TECHNICAL DESIGN GUIDE

PREPARED BY

THE DIVISION OF ARCHITECTURAL AND ENGINEERING SERVICES

NOVEMBER 2015

November 2015 - Electrical Requirements
Page 1 of 37

Introduction

The electrical requirements contained within this electrical standard are part of the Field Office Technical Design Guide. The Field Office Technical Design Guide (FOTDG) is scheduled for completion in December.

Since the completion of the 100-percent submittal, there have been recent revisions regarding Unicor systems furniture that have not been incorporated into the FOTDG. The systems furniture revisions address recent clarifications by Unicor regarding their electrical wiring such as, 8-wire 4-2-2 is obsolete and no longer manufactured, and that 10-wire 6-2-2 has been modified to a universal standard. Revisions to Unicor systems furniture electrical wiring are as follows

- New Field Offices with new systems furniture shall have the building designed with 10-wire power for 10-wire 6-2-2 systems furniture. Refer to the attached new systems furniture electrical details in Appendix B. No Isolated Ground (IG) circuit or orange colored IG receptacles required, but dark grey receptacles powered by Technical Power circuits will be used. Refer to the Electrical Systems within the Design Parameters section of this document for more information.
- New Field Offices with existing systems furniture to be relocated should be re-wired to 10-wire 6-2-2. Contact the Division of Furniture Support for direction. Refer to the attached new systems furniture electrical details. No Isolated Ground (IG) circuit or orange colored IG receptacles required, but dark grey receptacles powered by Technical Power circuits will be used. Refer to the Electrical Systems within the Design Parameters section of this document for more information.
- Retrofitting of existing Field Offices with an existing 8-wire power system shall have the systems furniture remain 8-wire through use of existing stock of 8-wire 4-2-2 systems furniture or new 10-wire 6-2-2 systems furniture used in conjunction with a jumper cable or adapter bar which removes circuits 5 and 6 to reduce the 10-wire system to 8-wire. This application does not allow for the use of the new systems furniture wiring detail as all six circuits must be available. The existing systems furniture wiring scheme shall remain, which includes an Isolated Ground (IG) circuit and orange receptacles for Isolated Ground (IG) receptacles.
- Modifications to Existing Field Offices existing systems furniture such as a cubicle, the existing 8-wire 4-2-2 wiring will be maintained through use of an adapter bar. If a new grouping of systems furniture is added, a jumper cable shall be used to connect the 10-wire 6-2-2 furniture to the 8-wire 4-2-2 building. The existing systems furniture wiring scheme shall remain, which includes an Isolated Ground (IG) circuit and orange receptacles for Isolated Ground (IG) receptacles.

Please keep in mind, these revisions for systems furniture only apply to Unicor systems furniture and it is assumed that Herman Miller furniture will be replaced as it comes up with Field Office work. For existing Herman Miller sites, electrical wiring shall fall under the Retrofitting of Field Offices or Modifications of Field Offices as described above.

Design Parameters

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THE SOCIAL SECURITY ADMINISTRATION SSA FIELD OFFICE TECHNICAL DESIGN GUIDE

A. Codes and Standards

The latest versions of the following Codes and Standards apply to the design and construction of all Field Offices, as a minimum. Additional Codes not listed here may also be incorporated by the listed documents. Exceptions may be applicable in regions or jurisdictions that do not recognize a particular code and/or apply a different Code. Whenever there are differences or conflicts between codes, the most stringent requirements shall be applied.

- Interagency Security Committee (ISC) standards.
- International Code Council Suite of Codes
 - International Building Code (IBC)
 - International Mechanical Code (IMC)
 - International Plumbing Code (IPC)
 - International Electric Code (IEC)
 - International Energy Conservation Code (IECC)
 - International Fuel Gas Code (IFGC)
- NFPA National Electric Code (NFPA 70)
- NFPA Life Safety Code (NFPA101)
- Architectural Barriers Act Accessibility Standards (ABAAS) as referenced by GSA
- USGBC LEED Certification
- State, County, City and Local codes and regulations as applicable.
- See other sections of this design guide and specification sections for additional applicable trade-specific codes and standards.

B. Qualifications and Deliverables

The Social Security Administration Department of Architectural and Engineering Services will provide design oversight for all Field Office renovation and construction projects. DAES responsibility will include review of deliverables listed below. Design Intent Documents (DID) may be prepared by DAES or may be prepared by the SSA Regional Office and reviewed by DAES.

The Lessor shall engage a full service Architectural and Engineering design team, which shall participate in each phase of the project from concept through design, construction, and occupancy. The Lessor's design team shall be the Architect and Engineer of Record for all permit and construction documents, and shall be responsible for construction administration submittal reviews, RFI responses, and construction record documentation. The design team key personnel must be registered or licensed as required by the state and local jurisdiction of the project, and have at least six years' experience, of which at least three consecutive years are directly involved in design of similar projects. Key personnel shall include, as a minimum: Architect, Structural Engineer, Mechanical Engineer, Electrical Engineer, Fire Protection Engineer, and Acoustical Consultant. Submit qualifications of design firms and key personnel to SSA DAES for approval.

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C. Electrical Systems

The Social Security Administration (SSA) maintains a network of computer systems equipment in its Field Offices (FO's) nationwide to process information in managing the federal program for which it has primary responsibility. This document provides general guidelines for preparing sites, electrically, to house SSA FO's and the computer systems they require, and it sets out minimum requirements for general purpose power, technical power, lighting and data/telecommunication distribution system for the installation in SSA FO's.

Design work shall comply with the current adopted edition of all applicable city, county, state and federal codes and standards. In addition, the current adopted edition of the following codes, standards and publications, are considered as the governing references to this section.

Power:

The FO contains two types of power distribution systems as noted below. Each system has a specific purpose. Any transformation of voltage shall occur outside of the SSA FO and 120/208-volt, 3-phase, 4-wire wye power shall be supplied. Where 120/208-volt, 3-phase power is not available, provide 120/240-volt, 1-phase power.

All power distribution shall be installed in compliance with National Fire Protection Association (NFPA) 70, and this document.

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Design shall be stamped and signed by a Professional Engineer (PE).

- **General Purpose Power**

As part of the lease, the Lessor shall provide SSA field office space with a general purpose power panel, identified as Panel board 'A' 120/208 volts, 3-phase, 4 wire panel with copper bus bars, fully rated neutral bus, copper equipment grounding bus bar. The main circuit breaker in Panel 'A', minimum ampacity equal to the total load, plus 20 percent spare capacity, sized per NEC requirements. Panel 'A' shall be located in electrical closet in SSA space. The power feed to the panel in the SSA space shall be provided from the building electrical closet. Panel 'A' shall provide power to general receptacles, lighting, mechanical loads or any other misc. loads in SSA FO space.

- **Technical Power**

As part of the lease, the Lessor shall provide SSA field office space with a technical power panel, identified as Panel board 'TP' 120/208 volts, 3 phase, 4 wire panel with copper bus bars, fully rated neutral bus, copper equipment grounding bus bar with a minimum capacity of 42 poles. Main circuit breaker, minimum ampacity shall be equal to 125 percent of the total continuous load plus 100 percent of the non-continuous load plus an additional 20 percent of the total connected load. All computer equipment and peripherals shall be considered as a continuous load; all other loads shall be considered non-continuous. This will provide a 20 percent spare capacity. Panel 'TP' shall be located in electrical closet in SSA space. The power feed to the panel in the SSA space shall be provided from the building electrical closet. Panel 'TP' shall provide power to computers/ and system furniture in SSA FO space.

- **Pre-Wired System Furniture**

Pre-wired furniture system (not part of Lessor contract) will be provided by SSA. The 120/208 volts furniture system will be 10-wire, 6-2-2 system with whip (not part of Lessor contract) of 6 phases, 2-neutrals and 2-grounds. Furniture System wiring harness contains three general power circuits (switched as required) to be connected to Panel 'A' and three technical power circuits (non- switched) to be connected to Panel 'TP'. The 120/240 volts furniture system will be 8- wire, 4-2-2 system with whip (not part of Lessor contract) of 4 phases, 2-neutral and 2-grounds. Furniture System wiring harness contains two general power circuits (switched as required) to be connected to Panel 'A' and two technical power circuits (non- switched) to be connected to Panel 'TP'. Refer to furniture system wiring detail in Electrical Details (Appendix B)

Provide technical power from Panel 'TP' to technical power duplex receptacle and power branch circuiting for each computer workstation not associated with systems furniture. Connect a maximum of six technical power duplex receptacles per 20-amp branch circuit in the systems furniture feed

All the power wiring to the furniture system whip will be provided under Lessor contract from the panels 'A' and 'TP' located in SSA space. The final connection of power feed to the furniture system shall be the responsibility of Lessor electrical contractor for a complete working system.

The electrical engineer, architect, interior designer, and systems furniture vendor shall coordinate during the design process. Systems furniture is typically specified and ordered when construction is nearing completion; therefore, if proper coordination has not occurred earlier in the design process, field interface problems will occur. The locations of the power feeds to furniture system whips shall be coordinated with furniture system drawing provided by SSA.

- **Branch Circuits**

All the branch wiring for furniture system, general receptacles, laser printers, copiers and any other equipment in the SSA space is part of Lessor contract and shall be provided in minimum ¾ inch EMT conduit. Conductors for branch wiring shall be THHN/THWN insulation, solid or stranded copper wire for No. 10 AWG and smaller, stranded copper wire for sizes No. 8 AWG and larger, provide minimum size of No. 12 AWG. Type MC Cable is allowed only if the cable contains all the conductors specified including the equipment grounding (EG) conductor, sheath shall be galvanized steel. SSA does not



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allow any conduit or sheath suitable equipment grounding path. Providing branch wiring for the laser printers and copier, SSA standard is to hook up maximum 2 laser printers on a 20 amp dedicated circuit and one copier on a dedicated circuit.

- **Grounding**

All the branch wiring in the SSA space shall be provided with grounding system having separate ground conductor with branch conductors unless otherwise allowed by this document. A green insulation ground conductor is required in all raceways. SSA does not consider any conduit or sheath a suitable equipment grounding path.

- **Data Communication Room (DCR)**

Provide one technical power duplex receptacle and technical power branch circuiting for each DCR Local Area Network (LAN) rack. Refer to Typical Construction Details for a typical DCR layout in Electrical Details (Appendix B).

- **Data Communication Closet (DCC)**

Data Communication Closet will only be required in the large size field offices, where data wiring length from DCR to point of use exceed 300 feet. The requirement of this closet will be directed by DAES at SSA. If there is provision for DCC in any of the field office, provide one technical power duplex receptacle and technical power branch circuiting for each DCC Local Area Network (LAN) rack.

- **Technical Power Receptacles**

No more than 6 technical power duplex receptacles on a technical power branch circuit.

Laser printers are restricted to two per 20-amp branch circuit from the technical purpose panel board. Each laser printer consumes 7.8-amps. Digital copiers are restricted to one per 20-amp branch circuit from the technical power panel board. Each digital copier consumes 12-amps. Multi-functional devices are restricted to two per 20-amp branch circuit from the technical power panel board. Each multi-functional device consumes 7.8Amps.

LAN equipment racks are restricted to one per 20-amp branch circuit from the technical power panel board. Provide wire mold with multiple outlets in rear of each rack. Each LAN equipment rack consumes 12-amps. DCR shall have a technical power quad receptacle with a dedicated circuit located every 6-feet of wall space, laid out logically to maximize future equipment layout.

Private offices shall contain at a minimum one technical power duplex receptacle on the appropriate wall for the computer. Conference rooms shall have a technical power duplex receptacle adjacent to each voice / data outlet, for the wall monitors, and a floor mounted receptacle underneath the conference room table. Floor mounted receptacle located underneath the conference room table may be part of a power / data combination assembly.

All the technical power receptacles and associated branch wiring shall be part of Lessor contract.

- **General Purpose Receptacles**

No more than 6 general purpose duplex receptacles on a general purpose power circuit. Private offices shall contain at a minimum three general purpose power duplex receptacles with one located on each wall except for the wall used for the technical power receptacle. Conference rooms shall have a general purpose receptacle every 12-feet of wall space at the floor line. If a receptacle location falls adjacent to technical power receptacle, the general purpose receptacle shall remain. Provide general purpose receptacles as needed for television monitor locations. Provide general purpose receptacles throughout the space for housekeeping needs as appropriate.



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- **Electrical Calculations**

Equipment noted in this document shall be considered a continuous load for purposes of performing electrical load calculations.

The technical power panel board main circuit breaker shall have a minimum ampacity equal to 125 percent of the total continuous load plus 100 percent of the non-continuous load plus an additional 20 percent of the total connected load. All computer equipment and peripherals shall be considered as a continuous load; all other loads shall be considered non-continuous. This will provide a 20 percent spare capacity.

- **Voltage Drop**

Feeders shall be sized for a maximum voltage drop of 2-percent at design load.

Branch circuit shall be sized for a maximum voltage drop of 3-percent at design load.

- **Coordination**

Provide electronically controlled main circuit breakers to enhance circuit breaker coordination in the building's electrical distribution system. Lessor designer/contractor shall provide coordination/ arc flash study for the panels provided in SSA space.

- **Miscellaneous**

Frequency shall be 60-hertz.

A Standby generator is not required.

A lightning protection calculation shall be done in accordance with NFPA 780 to determine if a building shall have a lightning protection system. If a lightning protection system is required by the lightning protection calculation, a lightning protection system shall be provided.

Panel boards shall not be used as junction boxes, auxiliary gutters, or raceways for conductors feeding through or tapping. Aluminum wiring shall not be used. All wiring shall be copper.

Provide a laminated one-line of the electrical distribution system and attach to interior of panel board for reference.

Data/Telecommunication:

Each FO must contain a securable space to house the central network control equipment. In FO's this is a locked DCR. The DCR contains one or more LAN equipment racks with the servers, routers, data switches, and other miscellaneous equipment needed to manage the network. This room also houses the Voice over Internet Protocol (VOIP) equipment and connections to the SSA wide area network. In this room one of the 4-post rack will be dedicated for the security equipment and the rack shall as "For Security Equipment Only".

In large or multi-story FO's where there are multiple LAN equipment rack locations in either DCR's or DCC's, intra-building backbone fiber optic cable shall be used to interconnect the LAN equipment racks with each other.

Workstations, printers, scanners, copiers, VOIP telephones, and miscellaneous other computer systems equipment comprise the remainder of the network equipment used in SSA offices. This equipment is employed at individual employees' furniture workstations and various other locations around the office.

Data distribution requirements are determined by the Federal Telecommunications Recommendations (FTR) as set forth by the National Communications System (NCR). Note that FTR 1090-1997, Commercial Building Telecommunications Cabling Standard, incorporates Telecommunications Industry Association (TIA) / Electronic Industries Alliance (EIA) 568, latest revision, in its entirety and applicable ANSI standards

Design shall be done by a Registered Communications Distribution Designer (RCDD).



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All the infrastructure for Data/Telecommunication which includes all LAN equipment racks installation as per detail (Appendix B), patch panels, cabling, cable tray, connectors, data/telecommunication outlets, cover plates, labels etc. for a complete installation as specified in this document is responsibility and part of Lessor contract.

- **Data Communication Room (DCR)**

DCR room shall be provided with LAN equipment racks as noted in the LAN equipment rack section below. The racks shall be provided with loading capacity, mounting rails, floor mounting hardware's, equipment mounting hardware's, vertical/horizontal cable management system and grounding lugs as specified in the electrical specifications in this document. DCR sizing shall be in accordance with TIA-569. Refer to the construction detail for layout and installation of DCR room in Electrical Details (Appendix B).

DCR room also houses the electronic physical security equipment including the video surveillance system, electronic access control system and the intrusion detection system panels/head-end devices.

Provide scaled floor plans of DCR room showing exact placement of LAN equipment racks, termination hardware and detail showing overhead cable support routes and all the hardware required for complete installation.

For Heating Ventilating and Air Conditioning (HVAC) requirements, refer to the mechanical section in this document.

- **Data Communication Closet (DCC)**

To be provided where data wiring lengths from DCR to point of use exceed 295 feet.

- **LAN Equipment Rack**

As part of the lease Lessor should provide one 2-posts, two 4-post racks, conforming to TIA/EIA standards. Refer to the construction detail for layout and installation of LAN Equipment Rack in Electrical Details (Appendix B).

Do not install a LAN rack within 4 feet of any transformer regardless of the transformer's location in the DCR or an adjacent room.

- **LAN Backbone Cable**

Provide plenum rated cable as required by the project. Fiber optic cable is needed for projects which have multiple LAN equipment rack locations for connection between them; and for co-locations for connection between the offices.

Provide a continuous single cable, homogeneous in nature for every cable run. Splices are not permitted.

- **Horizontal Cable**

Provide horizontal cable from each data/ voice outlet to patch panel in DCR room. The cable provided shall be with 4 twisted pairs of insulated copper conductors per cable, 24 AWG solid copper, fully insulated with retardant low- smoke thermoplastic material, plenum NEC CMP rated and UL listed as such. Color code twisted pair individually, within color coded bundles to industry standards (ANSI/CEA Publication S-80-576, and EIA-230) and comply with appropriate TIA/EIA- 568 performance requirements. All horizontal cables shall be copper UTP. Provide J- hooks cable support system rated to support category 6 cable and optical fiber cable, mounted 5- feet on- center for support of horizontal cabling, do not exceed 40 percent fill ratio. Cable support system shall be installed as specified in this document.

Provide a continuous single cable, homogeneous in nature for every cable run. Splices are not permitted.



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- **Cable System Labeling**

The cabling system shall be provided with the following labeling system:

Backbone Cables- Provide self- laminating adhesive labels, white color, machine printable with a laser printer suitable for cable diameters installed, printable area shall be 2 inch by 1/2 inch.

Horizontal Cables- - Provide self- laminating adhesive labels, white color, and machine printable with a laser printer suitable for cable diameters installed, printable area shall be 2 inch by 1/2 inch.

Faceplates- Provide face plate labels for all outlet faceplates, white color and machine printable with a laser printer.

Outlets and Patch Panel- Provide face plate labels for all outlet faceplates, white color and machine printable with a laser printer

- **Community Antenna Television (CATV)**

If system is to be provided by the Government, the system must be designed in accordance with applicable TIA / EIA, Building Industry Consulting Service International (BICSI), and NFPA 70 standard, and must be coordinated with local CATV service provider.

- **Public Address System**

SSA field office space shall be provided with public address system with white color recessed self-amplified public address speaker and integrated back box. The wiring for PA system shall be provided with category 6, unshielded twisted pair, plenum rated cable used for HVAC system return air plenum. Install Speakers in Reception Area in a uniform "checkerboard" pattern for full intelligible coverage as per Transmission Index Public Address (STIPA) with a maximum area per speaker as indicated, based on ceiling height.

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Design Components

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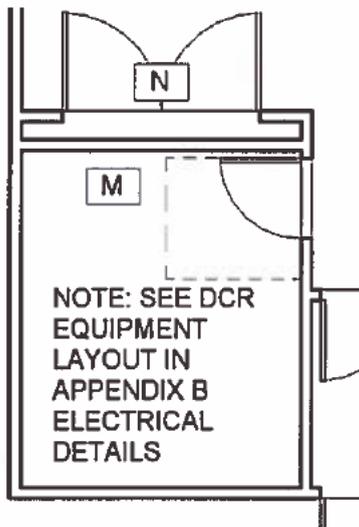
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M. Data Communications Room (DCR)

Function

- Data servers and network equipment
- Security systems including CCTV/VSS system, IDS Panel and PACS Panel
- Other equipment that serves the SSA suite.
- Secure storage - office safe may be located in the DCR.
- Locate for ease of connection to incoming data and electrical utilities, typically on an outside wall.

Occupants

- Occasional IT technician. No long term occupancy.

Security and Acoustics

- DCR equipment can be noisy, but sound isolation is not normally required.
- Provide full height STC 55 rated walls, (extending from floor to floor or roof structure above) to completely enclose the DCR.
- SI-1 IDS motion sensor located within the DCR.

Door

- DR-11 DCR Door with Card Reader and Electric Strike or other approved security lock on door.

Finishes

- F-6 VCT floor
- P-1 Painted drywall
- Provide 8 foot high ½ inch thick fire-rated plywood on four walls for equipment mounting, painted color P-1 except at one fire-rating label on each plywood panel.

Equipment

- IT / Server Racks - One 2-post rack and two 4-post racks. Large facilities may have an additional rack.
- CCTV/VSS Security control center - rack mounted PC, DVR and monitor
- IDS and Duress Alarm System Control Panel (Wall Mounted)
- VSS System (POE Switch, Monitor, Mouse, Keyboard, NVR, and UPS) (Rack Mounted in dedicated rack)
- PACS System Control System (Rack Mounted with VSS System)
- Office Safe - may be located in DCR or DM office.
- Provide a hand-held fire extinguisher to meet Code

Electrical/Data

- See Electrical Diagrams in Appendix B

Mechanical

- Provide a dedicated, independent Air Conditioning System to comply with current version of ASHRAE TC9. System shall operate 24/7, shall maintain temperature between 72-75 degrees, and include humidity control system to maintain 50% relative humidity, with a range of 35% to 60% ambient humidity. A ceiling-mounted Precision Cooling Unit is recommended.

N. Electrical Closet

Function

- Space for Electrical Distribution Panels
- Provide locking double swinging or bi-fold doors to allow full width equipment access opening
- See Electrical Diagrams in Appendix B

Products, Materials and Finishes

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26 00 00 – Electrical Power Systems

1. GENERAL

A. BACKGROUND

- 1) The Social Security Administration (SSA) maintains a network of computer systems equipment in its Field Offices (FO's) nationwide to process information in managing the federal program for which it has primary responsibility. This document provides general specifications for preparing sites, electrically, to house SSA FO's and the computer systems they require, and it sets out minimum power distribution requirements for the installation of SSA systems.

B. POWER DISTRIBUTION REQUIREMENTS

- 1) All power distribution shall be installed in compliance with the latest version of the NEC, and this document. All power for the DCR and the computer system workstations shall be provided from the technical power panelboard TP, typically located in the electrical closet in SSA space.

C. ABBREVIATIONS AND DEFINITION OF TERMS

- 1) DCR – Data Communications Room
- 2) EIA – Electronics Industry Association
- 3) NFPA – National Fire Protection Association
- 4) NEC – National Electric Code
- 5) STP – Shielded, twisted pair cable generally meaning IBM Type 1 or Type 1A
- 6) TIA – Telecommunications Industry Association
- 7) UTP – Unshielded twisted pair cable
- 8) EMT – Electrical Metallic Tubing
- 9) LAN – Local Area Network
- 10) Branch Circuit – A branch circuit is an electrical circuit between a breaker in the panelboard and receptacles or devices on the floor.
- 11) Feeder Circuit – A feeder circuit is an electric circuit between the service equipment, such as a distribution board or a switchboard, and a panelboard.
- 12) Main Building Service Ground – The point at the electrical service entrance where the neutral of the incoming service or neutral of the service transformer is bonded to the service equipment ground.
- 13) Power, General Purpose – General purpose power circuits provide power for all tenant use equipment shall be fed from General power panelboard "A". These circuits shall not originate from any technical power panelboard "TP".
- 14) Power, Technical – Technical power circuits provide power for all SSA computers systems and systems furniture shall be fed from technical purpose power panelboard "TP". These circuits shall not originate from any general purpose power panelboard "A".
- 15) Provide – The contractor shall furnish and install.
- 16) Systems Furniture Feed – A 10-wire 208Y/120 volt pigtail is used for the systems furniture feed. This wiring harness three general power circuits (switched as required) to be



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connected to Panel 'A' and three technical power circuits (non- switched) to be connected to Panel 'TP'

D. REFERENCES

- 1) NEC – The National Electric Code (NEC) is published by the National Fire Protection Association (NFPA). Compliance with the latest edition of this code is mandatory regardless if local approved version is behind current version. Some local building codes may also have additional requirements.
- 2) National, State, Local and any other binding building, energy, and fire codes.
- 3) Underwriter's Laboratories (UL): Applicable listing and ratings.

2. PRODUCTS

A. POWER

1) General

- A) Provide products, for which quantities of two or more are to be furnished, from the same manufacturer and of the same product or model series.
- B) Provide product components designed to be used together and which are physically and electrically compatible. Where component products are added to existing assemblies, provide products that electrically match existing (e.g., provide circuit breakers added to existing panelboards with voltage, Amps Interrupting Current (AIC) rating, and mounting style to match existing).
- C) Provide products that do not contain any amounts of polychlorinated biphenyl (PCB) compounds.
- D) Provide products that do not contain any amounts of asbestos.

2) Technical Power Panelboard

- A) Provide a dedicated technical power panelboard (to be identified as Panelboard TP) with the following features:
 - 1) 208Y/120 volt, 3-phase, 4-wire with copper bus bars, fully rated neutral bus and separate copper equipment grounding bus bars with a minimum capacity of 42 poles.
 - 2) Short circuit rating equal to or greater than the available short circuit current.
 - 3) Main circuit breaker, minimum ampacity equal to 125 percent of the total continuous load plus 100 percent of the non-continuous load plus an additional 20 percent of the total connected load. (All computer equipment and peripherals shall be considered as a continuous load; all other loads shall be considered non-continuous.) This will provide a 20 percent spare capacity.
 - 4) Bolt-on type, 20 ampere, molded-case branch circuit breakers. Provide the required number of breakers plus 20 percent spare breakers.
 - 5) Typed circuit directory card matching the installed circuit layout.

3) General Purpose Power Panelboard

- A) Provide a general purpose power panelboard (to be identified as Panelboard A) with the following features:
 - 1) 208Y/120 volt, 3-phase, 4-wire with copper bus bars, fully rated neutral bus and copper equipment grounding bus bar.



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- 2) Short circuit rating equal to or greater than the available short circuit current.
 - 3) Main circuit breaker, minimum ampacity equal to the total load, plus 20 percent spare capacity, sized per NEC requirements.
 - 4) Bolt on type, 20 ampere, and molded-case branch circuit breakers. Provide 20 percent spare breakers.
 - 5) Typed circuit directory card matching the installed circuit layout.
- 4) Branch Circuits
- A) Provide technical power duplex receptacles, dark grey colored, NEMA 5-20R, Hubbell, Cooper, Pass & Seymour, or equal.
 - B) Provide general-purpose power duplex receptacles, ivory colored, NEMA 5-20R, Hubbell, Cooper, Pass & Seymour, or equal.
 - C) Provide building wire, THHN/THWN insulation, solid or stranded copper wire for No. 10 AWG and smaller; stranded copper wire for sizes No. 8 AWG and larger. Provide minimum size of No. 12 AWG.
 - D) Provide compression type or set screw type fittings for all conduit unions.
 - E) Type MC Cable is allowed only if the cable contains ALL the conductors specified above including the equipment ground (EG) conductor. Sheath shall be galvanized steel or aluminum. SSA DOES NOT CONSIDER ANY CONDUIT OR SHEATH A SUITABLE EQUIPMENT GROUNDING PATH.

3. EXECUTION

A. Electric Power Installation

- 1) Install electrical equipment and accessories in accordance with the NEC and all local codes and ordinances.
- 2) When EMT is used, install branch circuiting in minimum size 3/4-inch conduit. Install no more than one general purpose power or technical power homeruns per conduit.
- 3) Wiring for power feeders, branch circuits and communications systems shall be in separate raceways unless otherwise indicated.
- 4) Type MC Cable may be installed in concealed areas per the NEC and properly color coded if all neutral wires, and equipment ground wires as listed above are contained in the cable. Type MC Cable must be supported and run parallel and perpendicular to building lines.
- 5) Provide color coding on 208Y/120 volt feeders and branch circuits as follows:
 - A) Phase A - black
 - B) Phase B - red
 - C) Phase C - blue
 - D) Neutral - white
 - E) Ground - green
- 6) Provide color coding on 480Y/277 volt feeders and branch circuits as follows:
 - A) Phase A - brown
 - B) Phase B - orange
 - C) Phase C - yellow

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- D) Neutral - white
- E) Ground - green
- 7) National Electrical Contractors Association (NECA) Compliance
 - A) Install products in accordance with NECA's National Electrical Installation Standards (NEIS) unless otherwise specified or indicated.
- 8) Wet, Damp, or Dry Location Work
 - A) Provide products as appropriate for wet, damp, or dry locations as defined by the NEC.
- 9) Manufacturer Installation Instructions
 - A) Install equipment in accordance with the manufacturer's installation instructions and recommendations.
- 10) Fire and Smoke Barrier Penetrations
 - A) Drill wall and floor openings for penetrations as needed.
 - B) Install raceways and electrical equipment, which penetrate fire rated or smoke barrier surfaces, in a manner which maintains the surface rating or barrier intent.
- 11) Field Painting
 - A) In a manner satisfactory to the Contracting Officer, touch up or refinish factory applied paints or finishes which are chipped, defaced, scratched, or in any other way disturbed due to handling, installation, or general construction work.

B. Technical Power

- 1) Install the technical power panelboard, TP, in electrical closet, within SSA controlled space.
- 2) Provide a power feeder to the technical power panelboard consisting of three phase conductors, one full-size neutral, and one equipment ground (minimum No. 6 AWG).
- 3) Provide technical power branch circuiting to the technical power duplex receptacles in systems furniture workstations. Connect a maximum of six technical power duplex receptacles per 20-amp branch circuit in the systems furniture feed. Provide a technical power duplex receptacle and technical power branch circuiting for each computer workstation not associated with systems furniture. The approved floor plan will show the location and number of workstations. See table in paragraph E below.
- 4) Provide one (1) technical power duplex receptacle and technical power branch circuiting for each DCR room LAN rack (3 racks) shown on the approved floor plan.
- 5) Adhere to the following for maximum number of technical power receptacles per branch circuit and connection criteria. Maximum load per circuit is 16 amps.

EQUIPMENT*	LOAD (Amps)	MAXIMUM PER CIRCUIT	ALLOWABLE CONNECTION CRITERIA
Workstation (WS or IWS)	2.0	6	Only with other workstations
Laser Printer (LP)	7.8	2	Only with other printers
Digital Copier (DC)	12.0	1	Dedicated Circuit
Multi-Functional Device (MFD)	7.8	2	Only with other printers or MFD's
LAN Rack	12	1	Dedicated Circuits

*This equipment shall be considered a continuous load for purposes of sizing the Technical Power panel and main circuit breaker.

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- 6) Label each technical power receptacle with the panelboard designation and circuit breaker number it is connected to (e.g. "TP-14"). Place typed, self-adhesive label on receptacle faceplate. Handwritten labels are not acceptable. Identify each breaker at the panelboard and the devices it serves on the circuit directory.

C. General Purpose Power

- 1) Install the general purpose power panelboard, A, in electrical closet, within SSA controlled space.
- 2) Connect general purpose power receptacles to Panelboard A. Connect not more than 6 general purpose power receptacles per branch circuit.
- 3) Provide general purpose power branch circuits and install general purpose power receptacles as shown on the approved floor plan.
- 4) Other building general purpose power receptacles, mechanical loads and lighting may be connected to Panelboard A.

D. Project Close-Out

- 1) As-Built
 - A) Submit as-built drawings to Contracting Officer's representative prior to final acceptance of system.
 - 1) Scaled floor plans of DCR rooms showing exact placement of LAN racks and termination hardware.
 - 2) Scaled floor & overhead plans of DCR Rooms showing exact placement of all overhead cable support routes.
 - 3) Installation details.
- 2) Inspection
 - A) After project completion at a date and time specified by the Contracting Officer, the Government or the Government's Representative will conduct an electrical inspection visit and testing of the completed site. The Contractor shall attend this inspection visit and be prepared to effect corrections if deficiencies are found.
- 3) Test results.
 - A) Provide one electronic copy of cable test results documentation appropriately formatted for retrieval by the Contracting Officer. Printed, hard-copy is suitable if electronic copy is not available.

E. Certification

Provide the Contracting Officer and SSA Office Manager with a written form of acceptance for signature. All corrections must be completed before acceptance is given



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SSA FIELD OFFICE TECHNICAL DESIGN GUIDE

27 00 00 – Data/Tele Communication Systems

1. GENERAL

A. BACKGROUND

- 1) The Social Security Administration (SSA) maintains a network of computer systems equipment in its Field Offices (FO's) nationwide to process information in managing the federal program for which it has primary responsibility. This document provides general specifications for preparing sites, and it sets out minimum data/tele distribution requirements for the installation of SSA systems.

B. SYSTEM CONFIGURATION

- 1) Each FO must contain a securable space to house the central network control equipment. In FO's this is a locked Data Communications Room (DCR). The DCR contains one or more equipment racks with the servers, routers, data switches, and other miscellaneous equipment needed to manage the network. This room also houses the voice communications equipment and connections to the SSA wide area network.
- 2) In large or multi-story FO's where two or more telecommunications closets are necessary, the switches are installed in the closets, and intra-building backbone fiber optic cable is used to interconnect the closets with each other and the DCR.
- 3) Workstations, printers, scanners, copiers, Voice over Internet Protocol (VoIP) telephones, and miscellaneous other computer systems equipment comprise the remainder of the network equipment used in SSA offices. This equipment is employed at individual employees' furniture workstations and various other locations around the office.

C. DATA DISTRIBUTION REQUIREMENTS

- 1) Data distribution requirements are determined by the Federal Telecommunications Recommendations (FTR) as set forth by the National Communications System (NCR). Note that FTR 1090-1997, Commercial Building Telecommunications Cabling Standard, incorporates TIA/EIA 568, Revision C, in its entirety.
- 2) The contractor shall be responsible for providing a minimum Category 6 (as defined by the TIA/EIA 568 Standard) compliant data channel from the patch panel in the DCR to the furniture or wall faceplate. All connections outside of these points (patch cables, PC adapter cables, etc.) are the responsibility of others. The contractor shall certify compliance by testing and the results compared to the TIA/EIA 568 standard and requirements set forth in this document for the appropriate cable type.

D. ABBREVIATIONS AND DEFINITION OF TERMS

- 1) DCR – Data Communications Room
- 2) EIA – Electronics Industry Association
- 3) NFPA – National Fire Protection Association
- 4) NEC – National Electric Code
- 5) STP – Shielded, twisted pair cable generally meaning IBM Type 1 or Type 1A
- 6) TIA – Telecommunications Industry Association
- 7) UTP – Unshielded twisted pair cable
- 8) EMT – Electrical Metallic Tubing

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9) LAN – Local Area Network

E. REFERENCES

- 1) Conformance to the latest revision of the following is required under this specification.
- 2) FCC Regulations:
 - A) Part 15 – Radio Frequency Devices & Radiation Limits
 - B) Part 68 – Connection of Terminal Equipment to the Telephone Network
- 3) FTR 1090-1997 – The National Communication System is now responsible for issuing and maintaining information relating to the Federal Government's communications standards. Federal Information Processing Standards Publications (FIPS PUBs) have been superseded by a system of Federal Telecommunications Recommendations. Specifically, FTR 1090-1997, Commercial Building Telecommunications Cabling Standard, outlines requirements for the installation of structured cabling systems in Federal buildings.
- 4) TIA/EIA 568 – Commercial Building Telecommunications Cabling Standard
- 5) TIA/EIA 569 – Commercial Building Standard for Telecommunications Pathways and Spaces.
- 6) TIA/EIA 606 – Administration Standard for the Telecommunications Infrastructure of Commercial Buildings.
- 7) Underwriter's Laboratories (UL): Applicable listing and ratings.

2. PRODUCTS

A. DATA

- 1) General
 - A) Provide a continuous single cable, homogeneous in nature for every cable run. Splices are not permitted.
- 2) Manufacturers
 - A) Manufacturers are shown below as an indication of acceptable product quality. "Or equal" substitutes will be considered upon submission.
 - B) AMP, Belden, Berk-Tek, Chatsworth, Fibertron, JDI, Leviton, Lucent Technology, Mohawk, Nordx/CDT, Ortronics, Panduit, Suttle, the Siemon Company.
- 3) LAN Equipment Racks
 - A) Provide LAN equipment racks conforming to TIA/EIA standards with the following features and characteristics:
 - 1) One 19-inch wide, two-post rack with mounting rails as per TIA/EIA pattern.
 - 2) Two 19-inch wide, 84-inch high, adjustable, four-post, high strength aluminum construction, UL-listed.
 - 3) Loading Capacity: 1,000 pounds (455 kg).
 - 4) 19" rack mounting rails with TIA/EIA hole pattern.
 - a) Round punched holes in the two-post rack vertical rails.
 - b) Square punched holes in the four-post rack vertical rails.
 - 5) Floor mounting hardware.
 - 6) Equipment mounting hardware: 40 sets for each rack.



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- 7) Vertical cable management with front and rear access.
 - 8) Horizontal cable management, top and bottom.
 - 9) Grounding lug.
 - 10) Single circuit, 4-foot long plug strip, with 15-amp receptacles on 6-inch centers, mounted to rear inside vertical rail of the four-post rack and plugged into the SSA provided rack-mounted UPS.
 - 11) Baked-polyester powder coat finish, black
- B) Manufacturers (Four-post racks)
- 1) Hubble Premise Model SF841929
 - 2) Chatsworth CPI Model 15254-703
 - 3) Hoffman: Model E4DRS19FM45U
 - 4) Panduit: Model R4P42CN
- C) Manufacturers (two-post racks)
- 1) Hubble Premise Model HPW84RR19
 - 2) Chatsworth CPI Model 4853-703
 - 3) Hoffman: Model EDR19FM45U
 - 4) Panduit: Model R2P
- 4) Cable
- A) Provide intra-building backbone fiber optic cable meeting the following requirements:
- 1) Provide at a minimum, 6-pair / 12-strand multimode plenum cable as required by the project. (Fiber optic cable is needed for projects which have multiple LAN rack locations for connection between them; and for co-locations for connection between the offices.)
 - 2) Provide cable suitable for indoor installations, in a plenum environment.
 - 3) The fiber optic cable shall have the following rated tensile load: 150-lb. maximum rated load.
 - 4) Color code fiber strands within each sheath to allow identification of each fiber (ANSI/CEA Publication S-80-576, and EIA-230).
 - 5) Do not use materials in fiber optic cable that contain hydrogen in quantities that will increase light attenuation?
 - 6) Passive fiber optic physical equipment and apparatus used in interconnecting and cross-connecting fiber optic cables shall possess a minimum fire resistant rating of UL94V-1.
 - 7) Provide flame-retardant, low-smoke polyvinyl chloride (LS-PVC) jacketed cable sheath colored orange, NEC OFNP rated, and UL listed AS UL-OFNP/FT6.
 - 8) Provide multimode fibers with a minimum bandwidth of 500/500 MHz/km at the 850 and 1300 nm wavelengths.
 - 9) Provide multimode fibers with a maximum attenuation of 3.5/1.0 dB/km at the 850 and 1300 nm wavelengths.
 - 10) Comply with TIA/EIA-568, latest revision performance requirements.

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- B) Provide horizontal minimum Category 6 unshielded twisted pair (UTP) cable or higher meeting the following requirements:
 - 1) Provide cable suitable for indoor installation.
 - 2) Provide cable with 4 twisted pairs of insulated copper conductors per cable, 24 AWG solid copper, fully insulated with retardant low-smoke thermoplastic material, plenum NEC CMP rated, and UL listed as such.
 - 3) Color code twisted pairs individually, within color coded bundles, to industry standards (ANSI/ICEA Publication S-80-576, and EIA-230).
 - 4) Comply with appropriate TIA/EIA-568 performance requirements.
 - 5) All horizontal cable shall be copper UTP, with blue insulation color.
 - C) Provide RJ21 25pair, 26AWG, Category 3 UTP copper cable with heavy duty metal backshells and male to female RJ21 50 pin connector.
 - 1) Provide cable only for applications requiring a voice grade patch panel.
- 5) Patch Panels
- A) Backbone Cabling Multimode Fiber Optic Patch Panels
 - 1) Provide fully assembled rack mounted enclosed housing for protecting, storing and organizing the termination of the fiber optic cable including mounting components, and accessories such as connector panels, labels, etc. for a complete installation. Provide patch panel with an integrated patching facility.
 - 2) Provide panel with the following characteristics:
 - a) Strain relief and support of the specified cables.
 - b) Slack storage facilities for fiber slack.
 - c) Capacity to accommodate all required fiber terminations plus 20 percent spare, but a minimum of 24 ports.
 - d) Patch cord management.
 - B) Horizontal Cabling Patch Panel (DCR Rooms)
 - 1) One-piece steel construction, modular or punch-down type, suitable for rack mounting, with factory-applied black baked enamel finish, with devices, junction fittings and other matching accessories as required for a complete Category 6 system and per UL 5.
 - C) Voice Grade (Amphenol) Patch Panel
 - 1) One piece steel construction similar to the Horizontal Cabling Patch Panel specified above except it shall have a 25-pair RJ-21X (Amphenol) connector on the back.
 - 2) Provide voice grade patch panel for applications which have greater than 10 cable runs for analog equipment (such as fax machines)
- 6) Non-Furniture Mounted Data and Phone Outlets
- A) For data and phone outlets not located in the furniture system provide flush-mounted double-gang box with single-gang opening, minimum 2-1/8" deep, and one, 3/4" conduit stubbed up six inches into the ceiling cavity, with an insulating bushing on the end.
- 7) Faceplates
- A) Single gang with one connector.



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- B) Provide ivory colored faceplates for wall mounted applications.
- C) Provide grey colored faceplates for furniture mounted applications.
- D) Manufacturer
 - 1) Wall Mounted: Ortronics faceplate.
 - 2) Furniture Mounted: AMP SL Series 1375006-x furniture faceplate with OEI adapter plate or Ortronics OR-4210054 plate and OR-40700073 bezel. Leviton #49910-HG2 suitable for Herman Miller furniture.
- E) Wall Phones
 - 1) Provide a stainless steel keystone wall mount telephone plate with Category 6 jack as specified.
- 8) Connectors
 - A) Fiber – Backbone cabling multimode fiber optic connectors shall be type LC or as determined by SSA.
 - B) Copper – Category 6, 8-pin modular connectors, T568-A wired.
- 9) Cable Management and Support
 - A) Wire Mesh Cable Tray
 - 1) Provide welded steel wire mesh cable tray with a 50-mm (2-inch) by 100-mm (4-inch) mesh size and a minimum wire diameter of 0.197-inches.
 - 2) Provide cable tray dimensions of 50-mm (2-inches) usable load depth by 300-mm (12-inches) wide.
 - 3) Construct units with rounded edges and smooth surfaces, hot-dipped galvanized after fabrication.
 - 4) Provide connector assemblies, clamp assemblies, connector plates, etc as needed for a complete installation.
 - B) J-Hook Cable Support System
 - 1) Provide J-hooks rated to support Category 6 cable and optical fiber cable, mounted 1500-mm (5-feet) on-center for support of horizontal cabling. Do not exceed 40 percent fill ratio.
 - 2) Provide J-hooks with galvanized steel construction and 90 degree rolled safety edges.
 - 3) Provide latched retainers to contain cables within the hook area.
 - 4) Provide J-hooks with a static load capacity of 30 pounds per hook and fastener hole that accepts 6-mm (1/4-inch) bolts.
- 10) Innerduct and Accessories
 - A) Suitable for installation in plenum areas, with a 40-mm (1-1/2-inch) nominal inner diameter.
 - B) Provide corrugated innerduct with a polyethylene pull rope (minimum pull tension rating of 1,200 lb) pre-installed for the installation of cable.
 - C) Provide each innerduct continuous and uniquely colored for identification.
- 11) Labels

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- A) Backbone Cables
 - 1) Provide self-laminating adhesive labels, machine printable with a laser printer suitable for cable diameters installed.
 - 2) Printable Area: 50-mm (2-inches) by 12-mm (1/2-inch).
 - 3) Color: White
 - B) Horizontal Cables
 - 1) Provide self-laminating adhesive labels, machine printable with a laser printer suitable for cable diameters installed.
 - 2) Printable Area: 50-mm (2-inch) by 12-mm (1/2-inch).
 - 3) Color: White
 - C) Faceplates
 - 1) Provide faceplate labels for all outlet faceplates, machine printable with a laser printer.
 - 2) Color: White
 - D) Outlets and Patch Panel
 - 1) Provide labels for data cable termination locations, machine printable with a laser printer.
 - 2) Color: White
- B. PUBLIC ADDRESS SYSTEM**
- 1) Public Address Speaker
 - A) Provide recessed self-amplified public address speaker and integrated backbox with the following characteristics:
 - 1) Color: white
 - 2) Nominal Size: 60 mm by 600mm (24" by 24") with perforated grille
 - 3) Provide metric or standard size as required by site ceiling conditions
 - 4) Maximum sound pressure level 94dBA (at one meter)
 - 5) Frequency response 95 Hz to 12kHz
 - 6) Speaker Cone 20mm (8-inch) diameter
 - 7) Magnet Weight: 142 grams (5 ounce)
 - 8) Speaker Impedance 45 ohms
 - 9) Voice Coil 20 mm (3/4-inch) diameter
 - 10) Distortion less than 1.5 percent at rated output of one watt RMS
 - 11) Signal to Noise Ratio minus 70 decibels
 - 12) Operating Voltage: 24 VDC
 - 13) Overall Weight: 2.5 kilograms (5.6 pounds)
 - 14) UL listing UL2043
 - B) Manufacturers



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- 1) Atlas Sound
 - 2) Bogen: model ACD 2 X2 series
 - 3) Dukane Communications Systems
 - 4) Rauland- Bogg
 - 5) Valcom
- 2) Wiring
- A) Provide Category 6, unshielded twisted pair, as needed.
3. EXECUTION
- A. Data Installation
- 1) General
 - A) Install work in a neat, high quality manner and conform to applicable federal, state and local codes.
 - B) Repair or replace work completed by others that is defaced or destroyed.
 - C) Install cables in a manner to protect the cable from physical interference or damage.
 - D) Do not exceed manufacturer's minimum allowance for bend radius of the cable.
 - E) Do not exceed manufacturer's maximum allowance for pulling tension on cable.
 - F) Ground all racks to the equipment ground bus in the TP panelboard with a #6 AWG grounding conductor and other such components per manufacturers' requirements.
 - G) LAN Rack shall be located 48 inches minimum from electrical panelboards and transformers over 5 kVA.
 - 2) Backbone Fiber Optic Cable
 - A) Install cables without kinks, twists, or impact damage to the sheath
 - B) Install cables continuous and with sheath continuity.
 - C) Do not use oil, grease, or similar substances to facilitate the pulling of cable. Use a UL approved cable pulling compound.
 - D) When not in inner duct, properly route cable and fasten to a cable support device, such as cable runway vertically mounted on the wall.
 - E) Install cables in inner duct on the vertical cable ladder when rising through the DCR room. Provide cable ties 600-mm (24-inches) on-center to support the inner duct.
 - F) Route cable through destination DCR room on cable tray to the fiber optic patch panel. Route cables inside the cable tray wherever possible, unless otherwise approved by the Engineer or Contracting Officer in writing prior to installation.
 - G) Provide strain relief at the patch panels for cables, per the manufacturer's instructions.
 - H) Provide fully assembled fiber optic patch panel in the cross-connect field, as indicated.
 - I) Provide accessories required for each shelf, including connector panels and adapters.
 - J) Terminate fiber strands at both ends with LC connectors per the contracting officer's direction.
 - K) Replace fibers and terminations damaged during installation.
 - L) Terminate multimode strands with multimode connectors.

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- M) Provide the accessories and consumables required for the complete termination of fibers.
- 3) Horizontal Cable
- A) Support station cables exiting the DCR room 1500-mm (5-feet) on-center using J-hook cable hangers.
 - B) Do not exceed 90 meters (300-feet) in length from the termination at the user's faceplate to the termination at the DCR room.
 - C) Provide a minimum of 150-mm (six-inches) of slack sheathed cable behind each station outlet faceplate. Coil the slack cable inside the junction box or raceway as per the cabling manufacturer's installation standards.
 - D) Route cables in vertical cable tray in DCR room.
 - E) Route cables a minimum of 150-mm (6-inches) away from power sources to reduce interference from Electromagnetic Interference (EMI).
 - F) Install cables with sufficient bending radius so as not to break or kink, shear or damage binders, or to interfere with transmission in any way.
 - G) Neatly dress and organize cables in the cable tray. Bundle cables sequentially into groups of 12.
 - H) Route cable homeruns, parallel and perpendicular to building structure allowing for bending radius, and along corridors for ease of access. Do not route cables through an adjacent space if a corridor borders at least one wall of the room.
 - I) Route data cables from cable tray into the LAN rack and terminate with specified jack into patch panel. Do not support cables to the outside of the cable tray.
 - J) Provide permanent machine generated labels on each end of the cable no more than 100-mm (4-inches) from the edge of the cable jacket.
 - K) Terminate cables with Category 6 modular connectors and T568A or T568B pin-pair assignment.
 - L) Test cables to TIA/EIA 568 performance standard for the appropriate cable type. Re-terminate or replace any cables that do not meet the performance standard.
 - M) Route data cable in EMT when concealed in walls.
- 4) LAN Racks
- A) Install LAN racks in DCR as indicated. Do not install LAN rack within 4 feet of any transformer regardless of the transformer's location in the DCR or an adjacent room.
- 5) Patch Panels
- A) Install Category 6 patch panels into LAN rack as indicated.
 - B) Coordinate with SSA for mounting requirements and install according to the manufacturer's instructions.
 - C) Terminate data cable in accordance to manufacturer's instructions and TIA/EIA-568, latest revision, standard installation practices.
- 6) Outlets and Connectors
- A) Provide station outlets with connectors.
 - B) Provide permanent machine generated clear laminated labels on the front of each faceplate or surface box.

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- 7) Cable Tray
 - A) Install cable tray as indicated; in accordance with recognized industry practices, to ensure that the cable tray equipment complies with requirements of NEC, and applicable portions of NFPA 70B and NECA's NEIS pertaining to general electrical installation practices.
 - B) Coordinate installation with other work as necessary to properly interface with other work.
 - C) Provide sufficient space around cable tray to permit access for installing and maintaining cables.
- B. Public Address System
 - 1) Install Speakers in Reception Area in a uniform "checkerboard" pattern for full intelligible coverage with a maximum area per speaker as indicated, based on ceiling height.
 - 2) Connect speakers with Category 6 cable in a "daisy-chain" configuration. Splices and T-taps are not permitted.
 - 3) Route cable to telephone backboard and leave 4500mm (15 feet) of slack cable coiled above telephone board. Paging equipment and final termination by others.
- C. Records
 - 1) Labeling
 - A) Label the communication system components in conformance with TIA/EIA-606 Administration Standards, including, but are not limited to, the following:
 - 1) Cables (both ends)
 - 2) Inner duct (both ends).
 - B) Permanently mark cable ends with machine-generated or stenciled (not handwritten) wrap-around labels with a self-laminating feature.
 - C) Permanently mark components, such as racks and patch panels, with machine-generated labels.
 - 2) Records
 - A) Conform to TIA/EIA-606 Administration Standards containing as a minimum, the information as outlined in Table 4.7-1 of TIA/EIA-606.
- D. Project Close-Out
 - 1) As-Built
 - A) Submit as-built drawings to Contracting Officer's representative prior to final acceptance of system.
 - 1) Scaled floor plans of DCR rooms showing exact placement of LAN racks and termination hardware.
 - 2) Scaled floor & overhead plans of DCR Rooms showing exact placement of all overhead cable support routes.
 - 3) Installation details.
 - 4) Provide data disks of each of the final as-built drawings prepared using AutoCAD software, fully representing actual installed conditions.
 - 2) Inspection



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- A) After project completion at a date and time specified by the Contracting Officer, the Government or the Government's Representative will conduct an electrical inspection visit and testing of the completed site. The Contractor shall attend this inspection visit and be prepared to effect corrections if deficiencies are found.
- 3) Test results.
 - A) Provide one electronic copy of cable test results documentation appropriately formatted for retrieval by the Contracting Officer. Printed, hard-copy is suitable if electronic copy is not available.
- E. Certification
 - 1) Provide the Contracting Officer and SSA Office Manager with a written form of acceptance for signature. All corrections must be completed before acceptance is given.

Appendix B: Typical Construction Details

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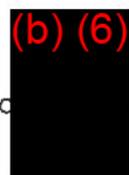


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Lighting Requirements

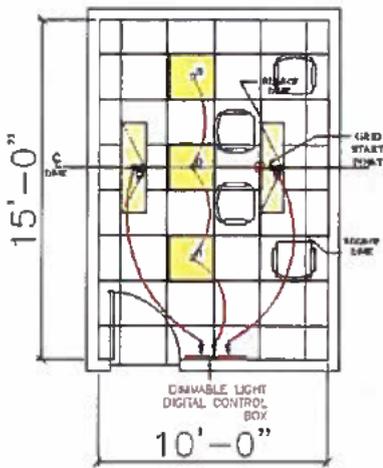
The lessor shall provide all management, labor, materials, and design services to install the lighting and controls in accordance with the following specifications. All work shall be completed in compliance with all applicable building codes. The contractor is responsible for verifying all quantities, measurements, and if applicable obtaining all permits and inspections.

Placement of the lighting shall be in accordance with the provided typical (see Exhibit SK1) to the greatest extent possible.

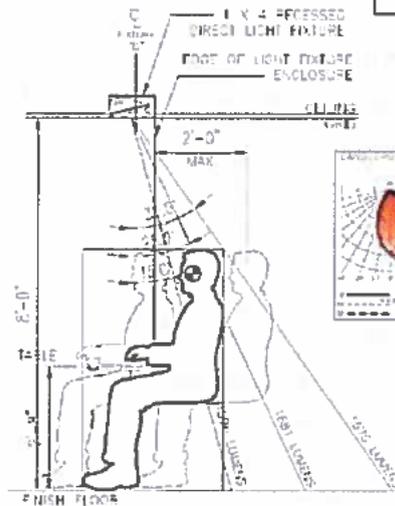
- Contractor shall install 2x2 lighting fixtures per Exhibit SK1 for general ambient indirect lighting.
- Contractor shall install 1x4 recessed lighting fixtures per Exhibit SK1 for direct lighting.
- Contractor shall not utilize LED fixtures.
- GSA in conjunction with SSA ODAR headquarters must approve proposed lighting fixtures prior to ordering equipment.
 - Lighting can be either 120v or 277v to match the building lighting design. Contractor may consider using 120v lighting, even if the rest of the building has 277v lighting if the existing lighting panels are filled to capacity.
 - Key light, concentrated light that creates highlights and shadows, shall be installed at a 35-45 degree angle to cover areas where video hearing participants are sitting, based on the layout of furniture in the room and placement of the video camera. Intent is to focus on directing as much light to the bridge of the nose.
 - Fixtures that provide general ambient (fill) light shall produce diffused indirect light that softens the shadows from the key light.
 - Background light, which falls on the vertical surface behind participants, adds depth by separating participant's faces from the background. Back and sidewalls should be evenly lit. Backlighting is generally half the intensity of key lighting.
- All lamps shall be consistent in correlated color temperature, rated at approximately 3,500 Kelvin (3,000-3,500K acceptable) and have a color rendering index of 80 or higher.
- All lamps shall include two 40-watt fluorescent bulbs in an attempt to result in 75 candle foot power to the eye level of the average person seated (41"-52" AFF at each desk/bench location).
- Each lamp shall have dimmable ballasts included in the purchase of the light fixture.
- Contractor shall install manual lighting controls (i.e. dimmer switches); all new lighting will be dimmable and zoned. Dimmers are to operate from no light level to full light levels. Please see Exhibit SK1 for switching and zoning requirements. Key lights, fill lights, and background lights will be on different sets of dimmer switches to allow for adjusting image contrast.

(b) (5), (b) (7)(F)

Architectural-LIGHTING Standards



TYPICAL LIGHTING LAYOUT FOR 150 SF CLAIMANT ONLY VIDEO HEARING ROOM

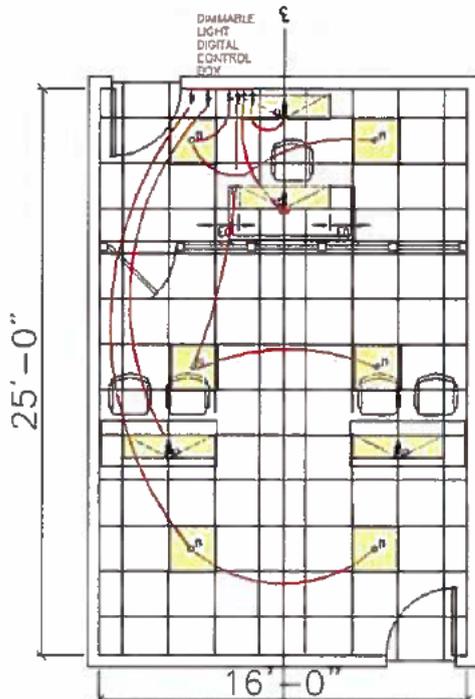


RECESSED 1 X 4 DIRECT (D) LIGHT ENVELOPE

CEILING MOUNTED FIXTURE SCHEDULE

SYMBOL	DESCRIPTION	QTY	REMARKS
□	2 X 2 RECESSED INDIRECT	272 (20' X 20')	DAMPING BEZEL
□	1 X 4 OR 1 X 2 RECESSED DIRECT	272 (20' X 20')	DAMPING BEZEL; ALIGNED TO SPECIAL FURNITURE CONTROL POINTS; REFER TO RECESSED 1 X 4 DIRECT (D) LIGHT ENVELOPE TO DETERMINE SUGGESTED LOCATION OF FIXTURES TO GRID

*CONTRACTOR MAY USE 100 VOLT FIXTURES IF APPLICABLE TO THE LOCATION



TYPICAL LIGHTING LAYOUT FOR 400 SF VIDEO HEARING ROOM WITH TWO CLAIMANT TABLES

SUPPLY AND INSTALL 1 X 4 OR 1 X 2 RECESSED DIRECT LIGHT FIXTURES AND 2 X 2 INDIRECT LIGHT FIXTURES AS DESCRIBED BELOW:

HEARING ROOMS

KEY LIGHTING - IN EACH HEARING ROOM, DEPENDING ON FURNITURE LAYOUT, POSITION IN THE CEILING GRID ONE 1 X 4 OR TWO 1 X 2 DIMMABLE DIRECT ANGLED LIGHT FIXTURE(S) SO THAT THE PROPER ILLUMINATION ENVELOPES THE FACIAL FEATURES OF THE PARTICIPANT(S) AND THE JUDGE APPROPRIATELY AND ACHIEVES 50 CANDLE FOOT TO THE DESKTOP.

BACKGROUND LIGHTING - IN ADDITION, DEPENDING ON FURNITURE LAYOUT, POSITION ONE 1 X 4 OR TWO 1 X 2 RECESSED DIRECT ANGLED LIGHT FIXTURE(S) TO FUNCTION AS DIMMABLE WALL WASHER(S), POINTING TOWARDS THE ACCENT WALL BEHIND THE JUDGE'S BENCH, TOWARD THE WALLS BEHIND THE PARTICIPANTS.

FILL LIGHTING - PLACE A MINIMUM OF SIX INDIRECT LIGHT FIXTURES PER SPECIFICATIONS, TO ACHIEVE 50 CANDLE FOOT TO THE DESKTOP.

CLAIMANT ONLY VIDEO (COV) ROOMS

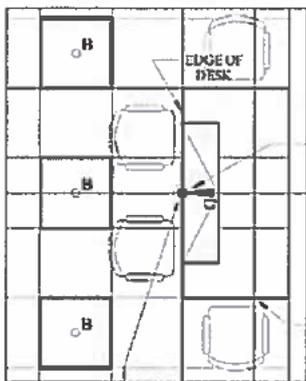
KEY LIGHTING - IN EACH COV ROOM, DEPENDING ON FURNITURE LAYOUT, POSITION IN THE CEILING GRID ONE 1 X 4 OR TWO 1 X 2 DIMMABLE DIRECT ANGLED LIGHT FIXTURE(S) SO THAT THE PROPER ILLUMINATION ENVELOPES THE FACIAL FEATURES OF THE PARTICIPANT(S) APPROPRIATELY AND ACHIEVES 50 CANDLE FOOT TO THE DESKTOP.

BACKGROUND LIGHTING - IN ADDITION, DEPENDING ON FURNITURE LAYOUT, POSITION ONE 1 X 4 OR TWO 1 X 2 RECESSED DIRECT ANGLED LIGHT FIXTURE(S) TO FUNCTION AS A DIMMABLE WALL WASHER(S), POINTING TOWARDS THE ACCENT WALL OPPOSITE THE PARTICIPANT DESK.

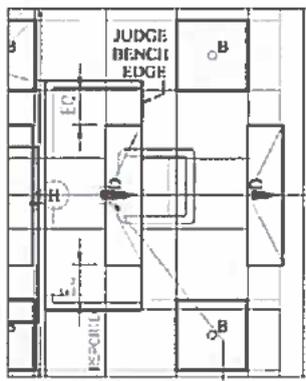
FILL LIGHTING - PLACE A MINIMUM OF THREE INDIRECT LIGHT FIXTURES PER SPECIFICATIONS, TO ACHIEVE 50 CANDLE FOOT TO THE DESKTOP.

DIMMERS, NEW CIRCUITS OR REWIRE EXISTING CIRCUITS TO A WALL-MOUNTED DIMMER SWITCH AS NECESSARY TO CONFORM TO LIGHTING CONTROL LAYOUT DEPICTED ON DRAWINGS.

PROVIDE 15 FEET OF SLACK IN THE WIRING OF THE 1 X 4 DIRECT ANGLED LIGHT FIXTURES, TO ALLOW FOR REPOSITIONING AND ADJUSTMENT FOR VARIOUS FURNITURE LAYOUTS, AND 6 FEET OF SLACK IN WIRING OF THE INDIRECT FILL LIGHTING FIXTURES.



CEILING GRID STARTING POINT @ COV



CEILING GRID STARTING POINT @ HEARING ROOM

(b) (6) (b) (6)

(b) (5), (b) (7)(F)



(b) (6) (b) (6)



EXHIBIT B ATTACHMENT 2 OF 105
(b) (5), (b) (7)(F)

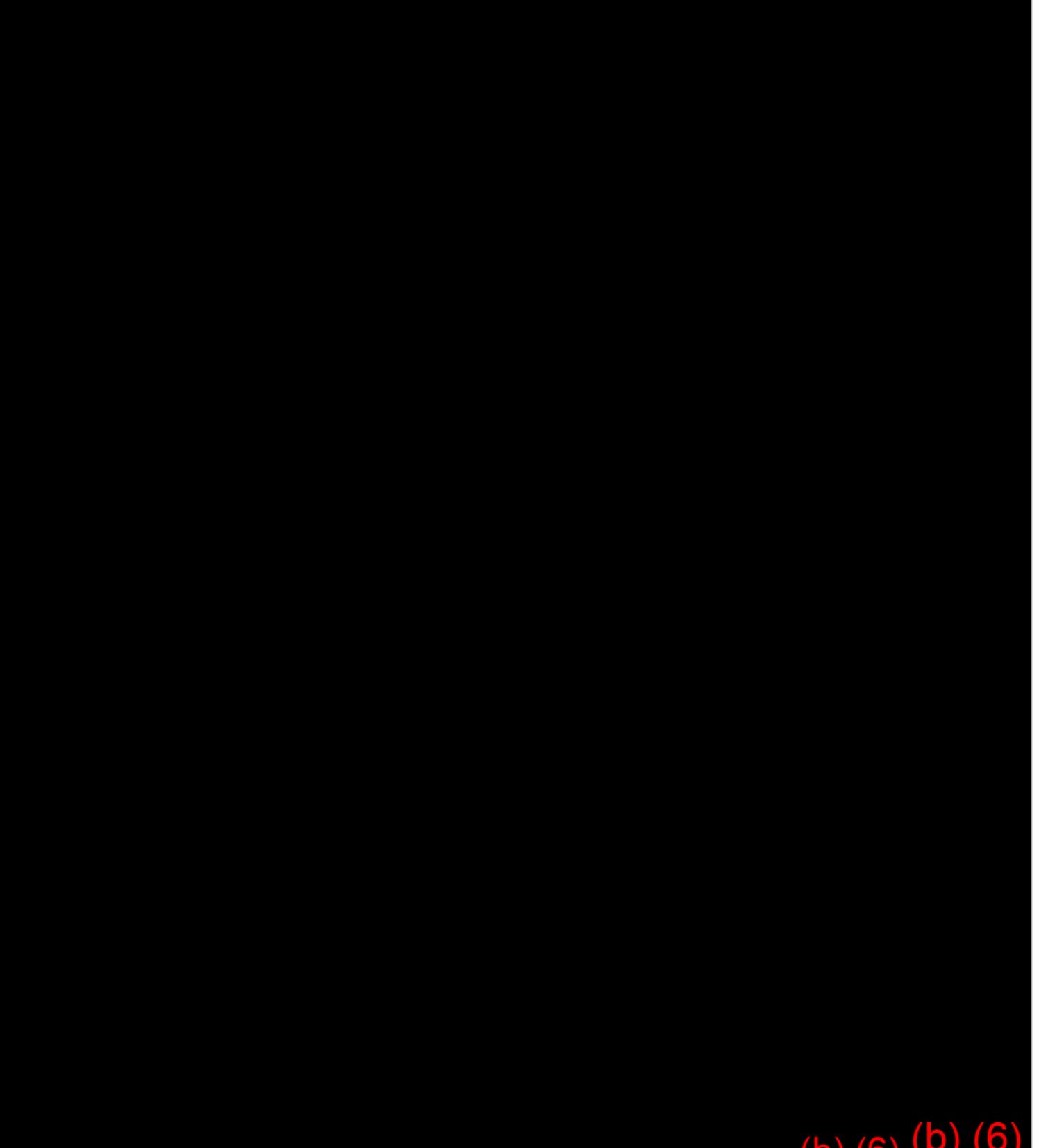
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SCALE: 3/8" = 1'-0" DECISION WRITER OFFICE (b) (6) 23/2 (b) (6)
LEASE No. GS-01P-LRI05039 B-116 LESSOR & GOV

(b) (7)(F), (b) (5)

(b) (6)(b) (6)

(b) (7)(F), (b) (5)



(b) (6) (b) (6)



(b) (5), (b) (7)(F)

(b) (6) (b) (6)

(b) (7)(F), (b) (5)



(b) (6) (b) (6)

Electronic Security System – Statement of Work

Providence SSA Office

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- 1. **Scope of Work.** The Social Security Administration (SSA) Office requires installation and/or upgrade and support services for the following electronic security systems Video Surveillance System (VSS) and Intrusion Detection System (IDS) including Duress Alarms.
- 2. **General.**
 - A. This scope of work must be followed by the winning bidder, sub-contractor and Lessor.
 - B. All requirements must be adhered to, including notification of project award, discussion of the project prior to start and providing a project schedule.
 - C. The contracted installer of these systems will herein be referred to as the Contractor.
 - D. The Contractor:
 - 1. Will propose a schedule of dates and times that the installation will be performed, including anticipated completion date. This information shall be updated as necessary.
 - 2. Will furnish and install all equipment, cables, wires, connector, labor and complete any electrical requirements that are necessary for the installation of the electronic security systems contained within this statement of work.
 - 3. The Contractor shall provide 12 months on-site warranty, including equipment and associated workmanship, commencing from the date of acceptance for the complete system at individual field offices. The Contractor shall restore normal operational conditions of reported problems within two (2) business days of the service request. The customer may request the service via telephone, email, or verbal request. The Contractor shall be responsible for corrections due to work performed for the one (1) year period at no additional cost to the agency.
 - 4. If required the contractor must install all necessary electrical outlets and complete hardwiring of circuits, as needed (or have wired by a licensed electrician), to ensure that all devices function as designed. All electrical work necessary to make the systems function is the responsibility of the Contractor.
 - 5. Must provide "as-built" drawings depicting the location of each specific device for all IDS, PACS, VSS, etc. systems to include wiring paths, zone

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Electronic Security System – Statement of Work

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descriptions, camera list, etc. The as-built drawings must be prepared in AutoCAD and delivered both on paper and in electronic format. Copies of the as-built drawings shall be provided to the site representative and sent to DCBFQM.OSEP.OPSS.Field.Operations@ssa.gov.

6. Must securely fasten all wires in the ceiling to overhead wire supports to prevent damage that may occur from existing or future wire runs in the ceilings.
7. Will install system in accordance with all codes and standards set forth by, but not limited to; The National Electrical Code, Underwriters Laboratories and the Local Jurisdiction Having Authority, with a minimum of shielded plenum wiring using plenum or riser wire as required by code/standards. All wiring will be concealed and of a gauge no less than 18. No mechanical pulling of wires is allowed.
8. With the customer present, the contractor will ask the agency contact about the exact proposed location of each required device. This will be done at the start of the job with the contractor and responsible agency contact. Any major changes need to be approved by the contracting officer. (For example, "its Okay to put the keypad on the right side of the door instead of the left side with agency contact approval – cannot put the keypad in someone's private office if it was supposed to be at the front door without the approval of the contracting officer as this would change the "scope" of the project).
9. Each and every item, including each detector, sensor, duress button, control panel, transformer, LAN/Data jack, etc. must be labeled to show the device and/or zone number on the front cover of the specific device.
10. All patching, painting, etc. necessary as a result of this installation or in the event of an error (drilling through a wall by mistake) must be handled by the winning bidder. No additional monies will be paid for repairs, patching, painting, etc. This also applies to demo of any existing electronic security related equipment being replaced by the aforementioned systems.
11. The Contractor shall label all wiring with information that allows for easy identification from either terminating location. Except for patch cables, all cable installations will include cable labeling in accordance with the BICSI Standard and ANSI/TIA/EIA-606-A Standard. The Contractor shall install Plenum-rated cable.

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LESSOR GOV

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- 12. The contractor will ensure all systems (and components) have a one-year warranty, including all parts, labor, wiring, service travel hours, parking, etc. No additional costs to be paid for service during the one year warranty period due to malfunction of system. One year starts at time of government acceptance.
- 13. Upon completion of each day's work clean, remove and dispose of any dirt and debris.
- 14. Remedy project activities that require cutting, drilling, or other damaging effects (intentional or unintentional) on building finishes and clean all debris.
- 15. Repair all holes and wall damage, refinish, repaint, and clean all debris when removing existing equipment.
- 16. Match the surface in repair to existing surfaces and finish the surface in repair as flush with the existing surfaces.
- 17. Coordinate activities with the Facility Manager; if any proposed work is deemed disruptive to the operation or occupants, the Contractor will need to schedule work outside of normal hours at no additional cost to the Government
- 18. The Contractor shall install all components securely and in accordance with the manufacturer instructions at the indicated locations on the drawing. The Contractor shall verify all components of any existing system as functional when incorporating equipment with new systems.
- 19. After job completion and agency acceptance, any materials furnished by the contractor become the sole property of the Government.
- 20. The Contractor will provide all tools and items to complete the services and activities required under this contract. Remove all unused legacy system cables upon completion of the new system
- 21. The Contractor shall provide user and original equipment manufacturer (OEM) training for the provided systems upon completion of the installation. Training on the equipment will include the operation of any software associated with the system to end-user key personnel. Specific areas of training may include operational technologies and techniques, minor and routine system testing, and troubleshooting tips. The Contractor shall demonstrate full functionality to the on-site end user.

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22. As applicable, de-installation may include removal of existing VSS, IDS and PACS equipment in preparation for installing agency-approved equipment. As appropriate, de-installation activities will include the disposal of any trash and equipment, in addition to shipping of all equipment.

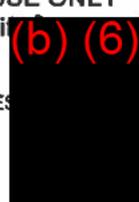
23. The Contractor will securely handle any system components that could potentially contain sensitive information and return the components to the agency. Examples of system components are computers, hard drives, digital storage arrays, or equipment with stored memory.

3. Video Surveillance System (VSS) Specifications.

- A. The Contractor shall install all system components and accessories in accordance with the manufacturer’s instructions, NFPA 70 NEC, and shall furnish all necessary connectors, terminators, interconnections, services, and adjustments required for a complete video surveillance system (VSS).
- B. The VSS shall consist of all cameras, storage, power, lenses, mounts, housings and video transmission system components necessary to provide an IP based video system.
- C. The Contractor shall be responsible for the integration, setup and programming of the VSS.
- D. CAT-6 structured cable and associated wiring will be routed through the hollow wall or surfaced mounted inside the “Panduit Duct & Raceway”. All wiring that is above the ceiling must be tied or strapped and not directly lying on top of tiles.
- E. Install, preferably, PC workstations in Managers’ offices, designated personnel workspaces and the guard desk to allow for separately controlled camera views. (The Guard Workstation shall be programmed to allow the guard to only change views, no additional functionality).
- F. Install cameras in the interior of the office. The installed cameras must provide complete coverage of all public contact areas. Refer to Design Intent Drawings for approximate locations. **Final locations shall be coordinated with Office Manager.**
- G. Install cameras on the exterior of the office (If applicable). The installed cameras must provide complete coverage of the public and employee entrances. Refer to Design Intent Drawings for approximate locations. **Final locations shall be coordinated with Office Manager.**

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- H. Install Wall Mounted LCD Monitor at location indicated on the drawing. At a minimum, the monitor shall display the camera coverage outside the employee entrance. Contractor shall coordinate with the agency personnel to determine if other views are required.
 - I. **The field of view shall be coordinated between the agency representative on-site and the Contractor to enable monitoring and recording of the desired area of interest.**
 - J. Test VSS for proper operation, train agency personnel on proper system operation procedures. Special attention must be given to the training of the video recorder. Train the manager and designated personnel how to record, retrieve and download images and files. Provide each camera serial number and IP address to the manager and OPSS.
- 4. Video Management System (VMS) minimum specifications:**
- A. Open API for integration, web-based remote access to video storage, 24/365 operability, configure cameras individually over the VMS, and offline activation of license with a 30-day grace period.
 - B. Provide constant recording starting 1-hour before office open hours and 1-hour after office close hours. The remaining time should be motion activated recording.
 - C. Authenticate with access levels and roles.
 - D. Able to support IP Cameras, encoders and NVRs from multiple manufactures
 - E. Export video in native database format and share external views.
 - F. Camera and Channel License VMS Software
 - G. Minimum 14 days of video storage based on calculation of 15 frames per second (fps) at 24/7.
 - H. Enables administrators to define privacy masks for individual cameras, to hide areas in the camera view that must not be visible or recorded.
 - I. Meet or exceed standards for H.264 capable (legacy\older codecs not acceptable).
 - J. Video streaming: multi-stream and multi-head camera support

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- K. Required VMS - Milestone XProtect Professional with all appropriate licenses. Verify with SSA for current VMS software version and revision.**
- 5. Video Recorder Minimum Specifications:**
- A. Network Video Recorder or Server and Switch configuration
 - B. Embedded PoE with 24 ports
 - C. Intel Core i7
 - D. Windows Embedded 10 IoT (64 bit)
 - E. Memory: Minimum of 8/16 GB
 - F. Video Output: HDMI/VGA
 - G. 2 x USB 2.0
 - H. Capable of storing a minimum of 2 TB; RAID 0 configuration.
 - I. Rack mounted.
 - J. **Required - Razberi SSIQ24-i7 Pro (for technical information contact Razberi at 214-597-9295)**
- 6. Reception Area/Hearing Room Interior IP Camera minimum specifications:**
 Progressive Scan, 3MP resolution, H.264 compression, day/night capability, multiple streaming, digital pan tilt zoom, vandal resistant housing, POE and password protection, varifocal lens.
- a. Axis M3046-V Or approved agency qualified equivalent
- 7. Exterior IP Camera minimum specifications:** Progressive Scan, 5MP resolution, H.264 compression, day/night capability, multiple streaming, digital pan tilt zoom, environmental and vandal resistant housing, POE and password protection, varifocal lens.
- a. Axis P3367VE Or approved agency qualified equivalent
- 8. Exterior Pan-Tilt-Zoom Camera minimum specifications:** 32X, Progressive Scan, 1080p, H.264 compression, day/night capability, multiple streaming, vandal resistant and environmental housing, password protection.

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- a. Q6055-E PTZ Dome Network Camera Or approved agency qualified equivalent
9. **Camera Mounts:** The Contractor shall install the camera mounts as specified by the manufacturer and provide mounting hardware sized appropriately to secure the mount, camera and housing; provide grounding and surge protection for each exterior camera installation; and provide/connect electrical and signal transmission cabling to each camera.
10. **Monitor and Mount minimum specifications**
- A. 26" (Minimum) 1080P Color LCD Monitor
- B. WALL MOUNT FOR LCD MONITOR
11. **Workstation minimum specifications:** The workstation must meet or exceed the minimum specifications for the client workstation software stated in the manufacturers VMS documentation. A minimum of a 21" monitor screen. An desktop PC/workstation is required. The workstation must have a wireless keyboard and mouse. The workstation must have a CD/DVD burner.
- a. Contractor shall install data jacks in the same location that has a workstation.
12. **Keyboard-Video-Mouse (KVM) minimum specifications:** 19" LCD screen, rack mounted, resolution of 1280x1024, and supports eight computers.
- a. Aten KL1108VN-A9A-AAB
13. **Uninterruptable Power Supply (UPS):** Rack mounted UPS to provide backup for the VSS equipment that will allow the system to operate for 30 minutes base with a minimum output power of 1200 Watts. The nominal output and input voltage shall be 120V.
14. **Cabling minimum specifications:** Unshielded Plenum Rated Cat6e Gold.
15. **Rack Mounted Surge Protector:** Ditek DTK-RM12POE (for exterior cameras only).
16. **Equipment Rack specifications:** If the contractor cannot use the existing racks located in the Data Communication Room (DCR) then the contractor shall provide a Swing Out Wall Mount Rack. Contractor shall verify rack mount size to hold all rack mounted equipment that will be part of the VMS.

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17. Additional VSS instructions.

- A. The Contractor shall conceal VSS wiring in the wall, floor, or ceiling to prevent safety hazards. The Contractor shall conceal wiring in a conduit to provide a professional finish when wiring outside the walls or ceiling. The agency shall accept a combination of concealed and conduit wiring for a site. The Contractor shall conceal wiring, if required, on exterior walls and roofing with approval from the customer. The Contractor shall meet all safety standards and building codes. The Contractor shall include all additional wiring work, such as firewall penetration.
- B. Install and configure all components required for the fully integrated VSS solution.
- C. The Contractor shall provide as-built documents to the agency for the complete installation of VSS equipment.
- D. Remove any existing cameras that will not be part of the new VSS.

18. Intrusion Detection System Specifications.

- A. The IDS system shall have the capability to monitor each public customer service desk and other areas in the office as separate zones. The manufacturer product guide will always take precedence over recommendations in this statement of work.
- B. The IDS/Duress alarm shall be connected to the Department of Homeland Security (DHS)/Federal Protective Service (FPS) MegaCenter per DHS/FPS requirements. The Multi-Regional Emergency Management Control Centers (MegaCenters) handle alarm monitoring and radio dispatch of Federal Protective Service Officers (PSO) and Contract Guards for alarm response, criminal activities and emergencies for agency offices in GSA federally owned properties and leased space.
- C. The Contractor shall provide the designated DHS/FPS MegaCenter, (DMC) with a complete zone list with alpha descriptions, as outlined in the MegaCenter Alarm Requirements Document, (MAR Package). Assist the DMC with panel programming. The contractor shall provide the DMC with the complete zone list 24 hours before scheduled testing of equipment. Zone all sensors individually unless indicated otherwise.
- D. The FPS MegaCenter will only accept UL commercially listed panels from Bosch (Radionics), or DMP. Vendor must be a licensed distributor and installer of the system they are installing.

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- E. The IDS shall consist of alarm panel, keypads, expansion modules, recessed magnetic door contacts, dual technology ceiling mounted passive infrared motion detectors, auxiliary DC power supply, battery backup, surge protector, hard wired or wireless momentary duress push buttons switches, 22/2, 22/4 plenum rated wire, and miscellaneous hardware. If the existing IDS equipment meets the minimum specifications then the contractor may reuse the existing IDS equipment.
- F. IDS sensors shall provide complete coverage of all perimeter doors and ground floor windows. Sensors should be redundant and programmed to prevent nuisance alarms.
- G. Duress alarms shall be installed discreetly at all public customer service desks, guard stations and other selected areas within offices, refer to design drawings.
- H. Alarm annunciation panels must be installed in close proximity to management offices, the guard station and other select locations within offices.
- I. Each point of the system shall be individually identified at the keypads and in the MegaCenter. All alarm zones/points including duress must be tested to the MegaCenter.

19. IDS Control Panel must meet the following minimum requirements

- A. Listed for UL Commercial Burglary.
- B. Supports up to 128 zones.
- C. Supports commercial wireless devices.
- D. Provides integrated CCTV switching capability.
- E. Provides supervision of peripheral devices.
- F. Supports up to 96 optional relay outputs.
- G. Supports alarm reporting via Internet
- H. Has the capability to provide remote notifications via POTS, LAN and VOIP methods to the designated FPS Mega Center. SSA currently employs POTS, the LAN and VOIP options should be provided for future use and future proofing

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20. IDS Panel Keypad must meet the following minimum requirements:

- A. Color touch screen keypad display
- B. Illuminated LCD display for system messages
- C. User-friendly menu operation
- D. Graphical buttons for data or command entry
- E. System instructions through integrated on-screen help
- F. Display multiple events in order of priority
- G. Command button for performing functions, Enter button for passcode entry
- H. Sounder emits distinct warning tones and allows volume adjustment

21. IDS Sensors (Photoelectric, Motion, Position, Acoustic and Seismic Sensors) must meet the following minimum requirements.

- A. UL Standards 639
- B. ANSR.BP1448
- C. IP54 rated
- D. Motion Sensors should comprise multiple sensor technologies (such as microwave, PIR, etc.)
- E. Incorporate false alarm reduction technology
- F. Be designed for deployment and application

22. Duress Alarms must meet the following minimum requirements:

- A. Wired duress buttons at Security Posts, Management Offices, Judges Bench and VMR Desks in the hearing rooms.
- B. Duress Button(s) for office staff must be configured to annunciate at the facilities nominated security post(s) and the FPS Mega Center.
- C. Duress Button(s) for security posts will also annunciate at the FPS Mega Center.

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- D. Configurable annunciations to covertly alert recipients.
- E. UL 636 Certified
- F. The Contractor will mount buttons to the underside desk/counter at the locations indicated. Mount buttons securely to the desk, wall or specified position using specified mounting standards. If the duress buttons are installed in a location under the desk then the device must be installed in a location to prevent the employee accidentally activating the alarm.
- G. Contractor will configure and program all duress alarms to report to the facility's main security post. Duress Button(s) at the main security post will also signal the designated FPS Mega Center.

23. Power Supplies must meet the following minimum requirements:

- A. Provide proper capacity and quantity of power supplies to provide power for the number of powered devices per approved design.
- B. Power supplies shall indicate power loss, low battery and restorations.
- C. The system shall indicate exact location of power supply, location of panel, panel number, breaker and number.
- D. Each power supply shall have a battery capable of maintaining the IDS for a minimum of 8 hours.

24. Additional IDS instructions.

- A. When installing magnetic door contacts, the contractor shall wire each device on a separate zone to alarm panel. End of Line Resistor (EOLR) will be at the device, not in the alarm panel. See design drawing.
- B. When installing remote stations (keypads) the contractor shall wire keypads to control panel per manufacturer specifications.
- C. When installing 360' dual tech ceiling mounted passive infrared motion detectors the contractor shall wire each device on a separate zone to alarm panel. EOLR will be at the device, not in the panel.
- D. Install components and wiring according to manufacturer recommendations and applicable codes, whichever is most stringent

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- E. Mount control panel equipment 54 inches above finished floor, unless specified otherwise
- F. Install Power Supply Units (PSU) inside cabinets
- G. Connect and configure PSUs to power devices as specified
- H. Use surface metal raceway only when approved by the COR to cover alarm wiring in finished areas where conduit is not appropriate
- I. Install end-of-line resistors at the device, not in the alarm panel
- J. The system will allow authorized SSA personnel to administer and program the system.
- K. The IDS furnished should be capable of remote notifications via POTS, LAN and VOIP methods to the designated central monitoring station.
- L. All alarm systems must have a zone assigned to the alarm system Panel Tamper.
- M. UL 1076; UL 1610; UL 609 Certified
- N. Annunciations must be configurable to covertly alert recipients.
- O. Must install this system as if it were a UL Listed Burglar Alarm system for commercial facilities, even though this installation will not need a UL Certificate. In other words, it must be installed in such a way that it would pass the inspection process for a UL Commercial Burglar Alarm.

25. Physical Access Control System Specifications.**A. SSA Enterprise PACS Architecture**

The Social Security Administration Office of Security and Emergency Preparedness (OSEP) oversees the efficient and effective operation of the Agency's Physical Access Control System (PACS) at Headquarters and at many Regional and Field Offices. The existing network infrastructure (SSANet) allows IP communications throughout the various, geographically disbursed offices throughout the country. OSEP has established an enterprise Lenel OnGuard 7.3 (confirm current level with agency at the time of install) server solution (in centralized SSA data centers) with servers available corresponding to each of SSA's 10 geographical regions. In addition, OSEP has established the Physical Access Management (PAM) application as an auditable

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means of requesting and approving PACS access levels within the Lenel system. As such, we require that all new system installations use Lenel-compatible hardware as specified elsewhere in this SOW, coordinate IP connectivity to the SSANet at each location, and successfully integrate with both the Lenel enterprise servers as well as the PAM application.

B. U.S. Government HSPD-12/FICAM Architecture

SSA is bound to all NIST and OMB requirements surrounding HSPD-12 and Personal Identity Verification (PIV) credentials. All vetted SSA employees and contractors are in possession of a PIV smart card. Legacy proximity credentials may be used for short-term access situations. All PACS systems and components must be capable of identifying both traditional proximity access cards as well as the current PIV card formats. The agency follows the SP800-73-2 guidelines in identifying each PIV card uniquely with a 14-digit badge number (consisting of FASC-N Agency Code (4 digits) + FASC-N system code (4 digits) + FASC-N Credential Number (6 digits) within the enterprise PACS system. See the TIG-SCEPACS at https://www.idmanagement.gov/IDM/servlet/fileField?entityId=ka0t0000000KyuCAAS&field=File_Body_s for additional information on the FASC-N encoding. PACS system hardware and software must be capable of identifying the PIV card using that format. Additionally, any access control technology supporting the PIV card format must also adhere to requirements outlined in FIPS 201-2, obligating conformity to ISO7816, ISO14443 and SP800-96.

26. Physical Access Control System Component Installation Requirements

The installer will be required to set up the Lenel panels and HID reader hardware at the field location and integrate it to the enterprise PACS under the following requirements. The contractor shall confirm current hardware standards with the agency at the time of install.

- A. Install Lenel controller and reader interface boards per site design. Most field locations will require only a single controller board.
 1. Intelligent System Controller – LNL-2200
 2. Dual Reader Interface – LNL-1320
 3. Single Reader Interface – LNL-1300

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- B. Install HSPD-12 compliant HID pivCLASS card readers as designated on the site design drawings.
1. **Required Contactless Card Reader, FIPS-201 Compliant – HID pivCLASS RPK40 (921PHRNEK0002D) or similar that is compatible with 200 bit card (must be MAG w/Wiegand output type reader).**
 2. **Readers must be configured and flashed for the “full FASC-N 200-bit card” format in order to read SSA PIV cards properly.**
 3. **Readers must be configured to connect directly to Lenel hardware (reader interface boards and system controller – there is no HID pivCLASS PAM modules or components in the system designs at this point under this contract.**
- C. Provide proper capacity and quantity of power supplies to provide power for the number of powered devices per approved design.
- D. Connect the Lenel controller (2200) to SSANet using a specified, available port on the local SSANet LAN switch, coordinate with SSA network support resources.
1. Personnel at central office will facilitate the provisioning of an available SSANet IP Address
 2. Local LAN support personnel (ASC) will assist in identifying a suitable switch port.
 3. Installer will provision IP address on Lenel controller and test connectivity
- E. Connect the Lenel controller to a specified Lenel server located at a central SSA data center
1. Personnel at central office will provide the server IP and hostname
 2. Installer will configure Lenel controller with IP address and other required network parameters as required to establish connectivity to the specified server
 3. Installer will supply system wiring information to enable programming and assist with proper acquisition of controller and reader data into central Lenel system
- F. Install UL 437 rated high security lock mortise lever sets that is compatible with the proposed Electric Strike.
- G. Coordinate with the agency on locations of control panels, power supplies.

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- H. Install and configure all components required for the fully integrated access control solution.
- I. Install all components indicated in the design documentation.
- J. Access control system must include a back-up battery system with transformer/charger that will allow the system to operate for a minimum of 24 hours on battery power and be able to read and process standard HID as well as PIV smart cards.
- K. Installer will assist with testing system functionality, access to entry portals and interior access levels while onsite. Access levels and user provisioning will be done at the central office through the enterprise system. Installer will only be required to assist with onsite testing and troubleshooting once that is accomplished.
- L. It is the responsibility of the contractor to calculate the load to ensure that there are sufficient backup batteries for a minimum of twenty four (24) hours standby in case of a power failure.
- M. Will install **fail safe** electric strikes at all public separation doors and **fail secure** on all exterior doors (if code allows). The Electronic Access Control system will operate these electric strikes to grant access with a valid credential. The electric strikes shall be a model designed for the application and use with the door frame type Provide an appropriate power supply/transformer to power the specified number of door strikes. All electric strikes on exterior, outward opening doors shall have the appropriate 'Jimmy Plate' installed over the strike. Offset for any backpressure conditions.
- N. **Exterior Doors: Electric Strike – HES 8000 Series or equivalent.**
- O. **Hearing Room Doors: Electrified Mortise Lock – ML20900 Series or equivalent.**

27. Video Intercom minimum specifications.

- A. Contractor shall furnish and install a color hands free video intercom kit. Install the camera intercom at the location shown on the design intent drawing.
- B. Contractor shall use vandal resistant surface mount when securing the exterior intercom.

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- C. Contractor shall furnish and install color expansion hands free camera intercoms. One at the (Insert site, e.g. Operation Supervisor cubicle) and the other (Insert site, e.g. Manager's Office). See attached floor plan for locations where to put these.
- D. Do not set-up the video intercom for remote access (remotely release electric strike at the employee entrance).
- E. **Required Intercom: Aiphone KB-3MRD**

28. Emergency Egress minimum specification

- A. Install Emergency Exit Pre- Alarm monitor points, the monitor points will be programmed to be monitored on the portion 2 keypads located at the security desk and the Managers Office. EOLR will be at the device, not in the panel.
- B. Will install emergency egress in accordance with all codes and standards set forth by, but not limited to; IBC, NFPA 101, ANSI/BHMA Standard A156.4 for Delayed Egress Locking Systems, and ANSI/BHMA A156.5 for minimum exit device requirements.
- C. All delayed egress devices shall meet all applicable UL test requirements.
- D. The emergency egress shall delay opening for 15 seconds and must allow free egress upon power failure or fire alarm. A maximum force of 15-pounds shall initiate the 15-second timer.
- E. An audible alarm is required.
- F. Signage stating how the delayed egress functions must be posted on the door.

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Department of Homeland Security
 National Protections and Programs Directorate
 Federal Protective Service
 MegaCenter Alarm Requirements (MAR)

DATE OF SUBMISSION: _____

Thank you for selecting the Federal Protective Service (FPS) as your alarm monitoring service provider. FPS maintains four Multi-Regional Emergency Management Control Centers (MegaCenters) across the country. The MegaCenters handle alarm monitoring and radio dispatch of Federal Protective Service Officers (PSO) and Contract Guards for alarm response, criminal activities and emergencies for General Services Administration (GSA) federally owned properties and leased space. Additionally, the MegaCenters notify local authorities; including law enforcement, emergency medical services and/or fire departments, as designated by customer protocols.

Before system installation is complete, the installer and customer must complete the attached application and submit it to the MegaCenter to initiate monitoring services. Make sure to complete every item on the attached application to ensure proper setup of your alarm account. Contact the Technical Services Desk (TSD) if you need additional assistance in completing any part of the application. **Failure to complete all sections accurately will cause delays in setup.**

To better serve our customers, FPS maintains a standard equipment list that must be adhered to by all of our monitored clients. The MegaCenter will accept UL commercially listed panels from the following manufacturers: Honeywell (Ademco), Bosch (Radionics), Caddx, or Digital Monitoring Products (DMP). All panels must be of commercial grade. All alarm systems must have a zone assigned to the alarm system Panel Tamper. **Proprietary panels will not be accepted.** All Fire communicators must be UL Listed and inspected by the Local AHJ (Authority Having Jurisdiction) and follow all NFPA 72 standards.

Fax or email the completed form to the Technical Service Desk (TSD) of the respective MegaCenter. Allow 48 hours, or 2 full business days, for account setup. After set-up is complete, contact the MegaCenter to schedule alarm system acceptance testing.

MEGACENTER INFORMATION: This list provides contact information and geographical responsibilities for each MegaCenter. If a customer or installer requires assistance, contact the MegaCenter based on the geographic location of the installation.

MegaCenter	Philadelphia	Battle Creek	Denver	Suitland
REGIONAL COVERAGE AREAS:	1, 2, 3	4, 5, 6	7, 8, 9, 10	11
GEOGRAPHICAL COVERAGE AREAS: (State Codes)	CT, DE, MA, MD, ME, NH, NJ, NY, PA, Puerto Rico, RI, VA, Virgin Islands, VT, WV	AL, FL, GA, IA, IL, IN, KS, KY, MI, MN, MO, MS, NC, NE, OH, SC, TN, WI	AK, AR, AZ, CA, CO, Guam, HI, ID, LA, MT, ND, NM, NV, OK, OR, Saipan, Samoa, SD, TX, UT, WA, WY	MD (Metropolitan area), VA (Metropolitan area), Washington, DC
ALARM SERVICES DESK PHONE NUMBER:	1-877-526-5578	1-866-312-4004	1-888-511-5062	1-301-763-9523
ALARM SERVICES DESK EMAIL ADDRESS:	philadelphia.megacenter.alarmservices@hq.dhs.gov	battlecreek.helpdesk@hq.dhs.gov	denver.helpdesk@dhs.gov	suitland.megacenter.alarmservices@hq.dhs.gov
FAX NUMBER:	1-215-521-2099	1-269-565-9545	1-303-236-2151	1-301-763-0080
EMERGENCY NUMBER:	1-877-437-7411			

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NOTE THE FOLLOWING REQUIREMENTS - PLEASE READ THE ENTIRE PAGE

The installer must adhere to the FPS Design and Installation Standards to be considered complete. FPS can not release payment until every job is 100% complete, inspected and tested.

Cost of monitoring of burglar alarms by the MegaCenter is figured into the GSA leasing agreements. Any location that does not have a GSA building number will be required to provide a Security Work Authorization (SWA) number to the MegaCenter, for billing purposes, prior to starting an account. All fire alarm accounts, encrypted high-speed transmission and environmental sensors will require an SWA number for creating and monitoring the account. Contact the regional FPS Protection Security Specialist (PSS) at the MegaCenter for SWA request forms.

All systems must be repaired within a reasonable timeframe. Failure to correct a deficient system may result in a disconnection of the system from FPS monitoring

The MegaCenter will accept UL commercially listed panels from the following manufacturers: Honeywell (Ademco), Bosch (Radionics), Caddx, or Digital Monitoring Products (DMP). All alarm systems must have a zone assigned to the alarm system Panel Tamper. **Proprietary panels will not be accepted.**

When the application has been successfully completed, fax or email it to the proper MegaCenter. **Due to the volume of requests, this information should be sent 48 hours, or two full business days, before a download is required.** Emergencies may be accommodated on a case-by-case basis.

Once the MegaCenter receives all the information, it will be entered into our computer databases and assigned an account number. Contact the MegaCenter 24 hours prior to going on site for installation of the system. It is essential that the MegaCenter has received all the required paperwork. No accounts will be accepted prior to completion of this form.

The Installer shall completely install the security system. The liability for installation and complete testing is the sole responsibility of the installer and including verification of proper reporting of all zones into the MegaCenter. The MegaCenter will provide support for troubleshooting but this does not reduce any of the Installer responsibilities. The Installer should have working knowledge of the alarm system being installed. The Technical Service Desk (TSD) will provide some assistance. The installer shall contact the MegaCenter Alarm Services Desk for system programming. Once installation has been completed, notify the MegaCenter that the panel is ready to be programmed. Local keypad programming will be locked out and all future programming issues will be handled through the MegaCenter. **If installation issues arise, the installer shall contact the equipment manufacturer's Technical Support for the system being installed.**

The panel phone line should be on a dedicated phone line but if that line is unavailable, an analog POTs (Plain Old Telephone) line that is wired for proper line seizure with an RJ31X can be used. Digital phone lines such as fiber or VoIP (Voice over Internet Protocol) or analog converters will not allow for transmission of analog alarm signals. FAX machines, answering machines, and other types of office automation devices may interrupt signal transmission and result in the signals not being properly sent to the MegaCenter. **Most alarm manufacturers recommend that you use a dedicated phone line.**

All wire runs (unless in 100% conduit) will be of *Plenum* rated wire.

When the alarm system is completely installed and programmed to the MegaCenter's specifications, it must be fully tested with the MegaCenter Technical Service Desk and the Installer. If required by the installation contract, the Contractor must then schedule an acceptance inspection.

Acceptance of the installation by the FPS MegaCenters will be given only after satisfactory completion of all work in accordance an approved scope of work; satisfactory demonstration of the performance of the total security system and devices; and the completion of all specified training.

Failure to meet the above standard may lead to non-acceptance of the system by FPS

Once this inspection has been completed and the work has been verified as satisfactory the MegaCenter can issue a Signal History report indicating all zones have been tested successfully as part of the package for final payment. Once all the information has been processed, the MegaCenter will provide an account number for the project. The account will be

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disabled during testing and will be placed online when all of the require information and testing has been completed and written notification from the agency has been provided.

The Installer is responsible for the installed equipment for one year and is also responsible for training the agency staff. The MegaCenters can determine equipment status by remotely performing diagnostics with the programming software. The MegaCenter must be notified by the Agency prior to taking the alarm system out of service or placing the alarm system on test mode.

Any service changes that need to be made after the initial activation must be performed in coordination with the applicable MegaCenter. All changes must be faxed or emailed to the MegaCenter at least two days prior to the work being performed.

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CONTENTS

	To Be Completed By Customer:	To Be Completed By Installer:	Page
SUBSCRIBER INFORMATION: Information about the customer agency subscribing to alarm monitoring and/or installation services.	X		4
FPS CONTACT: Contact information for the FPS representative responsible for this project.	X		4
AUTHORIZED ACCOUNT CONTACTS: List of contacts authorized to perform specific functions regarding the alarm account.	X		4
SYSTEM TEST AND ACTIVATION: Scheduled date and time for final testing of the alarm system.	X		4
INSTALLER INFORMATION: Information about the company that is performing, or has performed, the alarm system installation.		X	4
EMERGENCY CONTACT INFORMATION: Information about business and afterhours contacts.	X		5
ALARM SYSTEM INFORMATION: Information about the alarm system configurations.		X	6
AREA / PARTITION INFORMATION: Information about the alarm system Areas / Partitions.		X	6
KEYPAD INFORMATION: Information about all keypads attached to the alarm system.		X	6
ZONE / DEVICE INFORMATION: List of zones/devices included in the alarm system. Includes device inventory.		X	7
ZONE / RELAY INFORMATION: Continued list of zones/devices and list of alarm system Relays.		X	8
USER INFORMATION: List of users authorized to obtain access to the alarmed areas.	X		9

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FPS ACCOUNT NUMBER:

SUBSCRIBER INFORMATION

INSTRUCTIONS: Provide information pertaining to the customer of the alarm account.

AGENCY NAME: SOCIAL SECURITY ADMINISTRATION		AGENCY ADDRESS: SSA Entry Needed		
GSA BUILDING NUMBER (if applicable): SSA Entry Needed		BUILDING NAME:		
BUILDING ADDRESS (Include street address, city, state and zip): SSA Entry Needed		SUITE/ROOM:		FLOOR:
BUILDING MANAGER / PROPERTY MANAGER: SSA Entry Needed	OFFICE PHONE: SSA Entry Needed	CELL PHONE: SSA Entry Needed	FAX:	EMAIL ADDRESS: SSA Entry Needed
ACCOUNT PASSWORD: SSA Entry Needed				
The account password is used verify a customer authority to be on the premises when the MegaCenter calls in response to alarm activations. The account number and password will be required when requesting account information or to place your account in an offline status. As a security measure, we recommended you change your account password on a regular basis.				

FPS CONTACT

FPS INSPECTOR OR SECURITY SPECIALIST: Provide contact information for the Inspector or Specialist assigned to this project.

NAME (PRIMARY): SSA Entry Needed	OFFICE PHONE: SSA Entry Needed	CELL PHONE: SSA Entry Needed	FAX: SSA Entry Needed	EMAIL ADDRESS: SSA Entry Needed
--------------------------------------------	------------------------------------------	----------------------------------------	---------------------------------	-------------------------------------------

AUTHORIZED PERSONNEL

FUNDING OFFICIAL: Contact authorized to provide and approve funding for monitoring and maintenance services.

NAME:	OFFICE PHONE:	CELL PHONE:	FAX:	EMAIL:
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ACCOUNT CONTACT: Contact authorized to manage the security system.

NAME: SSA Entry Needed	OFFICE PHONE: SSA Entry Needed	CELL PHONE:	FAX: SSA Entry Needed	EMAIL: SSA Entry Needed
----------------------------------	------------------------------------------	--------------------	---------------------------------	-----------------------------------

SYSTEM TEST AND ACTIVATION

Testing: After the documentation has been submitted, we ask two business days to process the new account. When two business days have elapsed after the submission of the MAR, contact the applicable MegaCenter via phone or email to setup a date and time when the technician will be on site to establish communication and run through a full test of the system. **TEST IN DATE:** _____

Activation: When communication has been established, testing has been completed, and the account is ready to come online for monitoring, contact the MegaCenter via email or fax with authorization to bring the account online.

INSTALLER INFORMATION

INSTRUCTIONS: Provide information pertaining to the company providing installation services of the alarm system.

COMPANY NAME:		STREET ADDRESS:		CITY:
STATE:	ZIP CODE:	OFFICE PHONE:		OFFICE FAX:
SERVICE MANAGER NAME:		SERVICE MANAGER PHONE:		SERVICE MANAGER EMAIL:
TECHNICIAN NAME:		TECHNICIAN PHONE:		

AGENCY HOURS OF OPERATION

Business Hours: 07:00 AM PM TO 05:30 AM PM

Work Days: Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Time Zone: EST CST MST PST

Emergency Notification List (ENL) Information

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The call-lists, shown below, determine when the MegaCenter will contact the site **DURING** normal business hours (*Day*), and when to contact the designated individuals **AFTER** normal business hours (*Evening*) for alarm activations.

During Business Hours Alarm Activations:

If the alarm system sends a signal during the business hours provided above, outline the order in which phone numbers should be called. Please provide a minimum of two individuals to contact during and after hours. These individuals should have the capability of accessing the building and the alarm account with a valid user code.

Check this box if you would like office personnel contacted prior to law enforcement response during business hours.

* Each phone number must be unique *

* PREMISES NUMBER MUST BE ON THE BUSINESS HOURS CALL LIST *

Order	Contact Person	Business Hours Numbers	
1	Premises	SSA Entry Needed	Ext.
2	Security	SSA Entry Needed	Ext.
3	FPS Security - SSA Entry Needed	SSA Entry Needed	Ext.
4	SSA Entry Needed	SSA Entry Needed	Ext.
5	SSA Entry Needed	SSA Entry Needed	Ext.
6			Ext.
7			Ext.
8			Ext.
9			Ext.
10			Ext.
P	Local Police (NOT 911)	SSA Entry Needed	

After Business Hours, Weekend & Holiday Alarm Activations:

When an alarm is received outside business hours, or a correct password is not received, outline the order in which phone numbers should be called.

Check this box if you would like office personnel contacted prior to law enforcement response after business hours.

* Each phone number must be unique and

* There must be at least one land line *

* LOCAL POLICE MUST BE ON THE AFTER HOURS CALL LIST *

Order	Contact Person	After Hour Numbers	Home - Cell - Other		
1	SSA Entry Needed	SSA Entry Needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	SSA Entry Needed	SSA Entry Needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P	Local Police (NOT 911)				

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ALARM SYSTEM INFORMATION

ALARM SYSTEM STATUS: (Check One)		<input type="checkbox"/> NEW	<input type="checkbox"/> UPGRADE	<input type="checkbox"/> RELOCATION	
ALARM SYSTEM TYPE: (Check All That Apply)		<input type="checkbox"/> BURGLARY	<input type="checkbox"/> DURESS	<input type="checkbox"/> ENVIRONMENTAL	<input type="checkbox"/> FIRE
ALARM PANEL TYPE: (Write Model Number)		<input type="checkbox"/> HONEYWELL	<input type="checkbox"/> CADDX	<input type="checkbox"/> DMP	<input type="checkbox"/> BOSCH
PANEL PHONE NUMBER: (Include dial prefix when needed)			LOCATION OF PANEL AND TRANSFORMER:		
NOTE: The following phone line connections will be accepted by FPS, dedicated and or RJ31X connections with proper line seizure and programming to enable the MegaCenters to connect remotely at any time. For Internet monitoring, IP addresses must be static and designated solely for alarm monitoring purposes.			Internet Monitoring: The customer MUST provide the MegaCenter with a Static IP address of their Internet router. The customer also needs to open port 7700 (UDP) inbound on their firewall and forward port 7700 (UDP) on their firewall to the alarm panel.		
NETWORK INTERFACE MODULE TYPE:			NOTE: It is the responsibility of the onsite IT staff to make sure all routers and ports are configured properly. Also it is highly recommended that a telephone be connected to the panel as a means of secondary communication		
DEVICE IP ADDRESS (MUST BE STATIC):		MAC ADDRESS:			
NAT'ed IP ADDRESS (If available):			RAM DATA LOCK CODE, OR CSID (MUST BE DEFAULT OR ENTER HERE):		

AREA / PARTITION INFORMATION

INSTRUCTIONS: List information regarding other partitioned areas. Include Account No. (if known) for each area along with the location. Every partitioned area needs to have at least one keypad.

AREA	ACCOUNT	KEYPAD ADDRESS	DESCRIPTION OF AREA (Include Location)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

KEYPAD INFORMATION

INSTRUCTIONS: List the manufacturer, model and serial number for each keypad attached to the system.

KEYPAD ADDRESS	AREA NO.	AUDIBLE (Y or N)	LOCATION	MANUF.	MODEL NO.	SERIAL NO.

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SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL II

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC). WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS ON THIS LEASE, THE STRICTEST SHALL APPLY.

FURTHER DETAILS CAN BE FOUND OUTLINED AS PART OF THE AGENCY SPECIAL REQUIREMENTS IN ATTACHMENT D TO EXHIBIT B. THESE REQUIREMENTS ARE TO BE PRICED AS PART OF THE BSAC.

DEFINITIONS:

CRITICAL AREAS - The areas that house systems that if damaged or compromised could have significant adverse consequences for the facility, operation of the facility, or mission of the agency or its occupants and visitors. These areas may also be referred to as "limited access areas," "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled space (e.g., generators, air handlers, electrical feeds which could be located outside Government-controlled space).

SENSITIVE AREAS – Sensitive areas include vaults, SCIFs, evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primarily housed within Government-controlled space.

FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

FACILITY ENTRANCES AND LOBBY

EMPLOYEE ACCESS CONTROL AT ENTRANCES (SHELL)

The Lessor shall provide key or electronic access control for the entrance to this building. All Government employees, under this lease, shall be allowed access to the leased space (including after-hours access).

COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

PUBLIC RESTROOM ACCESS (SHELL)

The Government reserves the right to control access to public restrooms located within the Space.

SECURING CRITICAL AREAS (SHELL)

The Lessor shall secure areas designated as Critical Areas to restrict access:

- A. Keyed locks, keycards, or similar security measures shall strictly control access to mechanical areas. Additional controls for access to keys, keycards, and key codes shall be strictly maintained. The Lessor shall develop and maintain accurate HVAC diagrams and HVAC system labeling within mechanical areas.
- B. Roofs with HVAC systems shall also be secured. Fencing or other barriers may be required to restrict access from adjacent roofs based on a Government Building Security Assessment. Roof access shall be strictly controlled through keyed locks, keycards, or similar measures. Fire and life safety egress shall be carefully reviewed when restricting roof access.
- C. At a minimum, Lessor shall secure building common areas including sprinkler rooms, electrical closets, telecommunications rooms.

VISITOR ACCESS CONTROL (SHELL)

Entrances are open to the public during business hours. After hours, visitor entrances are secured, and have a means to verify the identity of persons requesting access prior to allowing entry into the Space.

INTERIOR (GOVERNMENT SPACE)

DESIGNATED ENTRANCES (SHELL)

The Government shall have a designated main entrance.

IDENTITY VERIFICATION (SHELL)

The Government reserves the right to verify the identity of persons requesting access to the Space prior to allowing entry.

FORMAL KEY CONTROL PROGRAM (SHELL)

The Government reserves the right to implement a formal key control program. The Lessor shall have a means of allowing the electronic disabling of lost or stolen access media, if electronic media is used.

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SITES AND EXTERIOR OF THE BUILDING

SIGNAGE

POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)

The Lessor shall not post sign(s) or otherwise identify the facility and parking areas as a Government, or specific Government tenant, occupied facility, including during construction, without written Government approval.

POSTING OF REGULATORY SIGNAGE (SHELL)

The Government may post or request the Lessor to post regulatory, statutory, sensitive areas and site specific signage.

LANDSCAPING

LANDSCAPING REQUIREMENTS (SHELL)

Lessor shall maintain landscaping (trees, bushes, hedges, land contour, etc.) around the facility. Landscaping shall be neatly trimmed in order to minimize the opportunity for concealment of individuals and packages/containers. Landscaping shall not obstruct the views of security guards and CCTV cameras, or interfere with lighting or IDS equipment.

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)

The Lessor shall separate from public access, restricted areas as designated by the Government, through the application of Crime Prevention Through Environmental Design (CPTED) principles by using trees, hedges, berms, or a combination of these or similar features, and by fences, walls, gates and other barriers, where feasible and acceptable to the Government.

HAZMAT STORAGE

If there is HAZMAT storage, Lessor shall locate it in a restricted area or storage container away from loading docks, entrances, and uncontrolled parking.

PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES

Trash receptacles, containers, mailboxes, vending machines, or other fixtures and/or features that could conceal packages, brief cases, or other portable containers shall be located 10 feet away from building.

SECURITY SYSTEMS

CLOSED CIRCUIT TELEVISION SYSTEM (CCTV)

LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE

The lessor shall design, install, and maintain a Closed Circuit Television (CCTV) system as described in this section. The CCTV system will support the entry control system (at entrances and exits to the space), with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access to the Space. As determined by the Government the CCTV system shall provide unobstructed coverage of designated pedestrian entrances and exits. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. CCTV system testing and acceptance shall be conducted by the Government prior to occupancy. The CCTV system shall comply with the Architectural Barriers Act, section F230.0. The Government will centrally monitor the CCTV system. Government specifications are available from the Lease Contracting Officer. CCTV system components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

Security System Maintenance Criteria: The Lessor, in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative, shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 5 business days. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

INTRUSION DETECTION SYSTEM (IDS)

LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE

The Lessor shall design, install, and maintain an Intrusion Detection System (IDS) as described in this section. The Government requires an IDS, which will cover perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS components include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Lease Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy.

Basic Security-in-Depth IDS shall be connected to and monitored at a central station operated by the Department of Homeland Security Megacenter. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident. The Lessor must complete the Megacenter Alarm Requirements (MAR) application process specified by the Government to meet the monitoring requirements for a functional IDS. Components which fail or require maintenance or which fail during testing shall be serviced in accordance with the Security System Maintenance Criteria listed below..

Security System Maintenance Criteria: The Lessor, in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative, shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 5 business days. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

DURESS ALARM

LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE

The Lessor shall design, install, and maintain a duress alarm system as described. Technical review shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy. This system shall comply with the Architectural Barriers Act, section F230.0.

The Lessor in consultation and coordination with the security provider and Government shall conduct security system performance testing annually. Testing must be based on established, consistent agency-specific protocols, documented and furnished to the Contracting Officer. Components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

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SECURITY UNIT PRICE LIST (FSL II)
REQUEST FOR LEASE PROPOSAL 5RI0047
01-19-2018
SSA-ODAR
Providence, RI
<i>To be filled out with initial offer</i>
<p>The following security countermeasures are required by the Request for Proposals package. Using this form, the offeror shall quote unit prices on all security countermeasures identified in the RLP package, and enter the total costs on the GSA Form 1364 as Building Specific Amortized Capital (BSAC). Upon lease award, BSAC pricing shall be fixed and not subject to further negotiation. Refer to "Security Requirements" attachment to the lease for additional details. This form must be submitted with all offers.</p>

Lease Security Standards Section	Unit Price	Quantity	Total
FACILITY ENTRANCES			
<u>FACILITY ENTRANCES AND LOBBY</u>			
EMPLOYEE ACCESS CONTROL AT ENTRANCES			
<u>COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS</u>			
PUBLIC RESTROOM ACCESS			
SECURING "CRITICAL AREAS"			
VISITOR ACCESS CONTROL			
INTERIOR OF SPACE (GOVERNMENT)			
DESIGNATED ENTRANCES			
IDENTITY VERIFICATION			
FORMAL KEY CONTROL PROGRAM			N/A
SITE AND EXTERIOR OF BUILDING			
<u>SIGNAGE</u>			
POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL			
POSTING OF REGULATORY SIGNAGE			

GENERAL CLAUSES
(Acquisition of Leasehold Interests in Real Property)

CATEGORY	CLAUSE NO.	48 CFR REF.	CLAUSE TITLE
GENERAL	1		SUBLETTING AND ASSIGNMENT
	2	552.270-11	SUCCESSORS BOUND
	3	552.270-23	SUBORDINATION, NON-DISTURBANCE AND ATTORNMENT
	4	552.270-24	STATEMENT OF LEASE
	5	552.270-25	SUBSTITUTION OF TENANT AGENCY
	6	552.270-26	NO WAIVER
	7		INTEGRATED AGREEMENT
	8	552.270-28	MUTUALITY OF OBLIGATION
PERFORMANCE	9		DELIVERY AND CONDITION
	10		DEFAULT BY LESSOR
	11	552.270-19	PROGRESSIVE OCCUPANCY
	12		MAINTENANCE OF THE PROPERTY, RIGHT TO INSPECT
	13		FIRE AND CASUALTY DAMAGE
	14		COMPLIANCE WITH APPLICABLE LAW
	15	552.270-12	ALTERATIONS
	16		ACCEPTANCE OF SPACE AND CERTIFICATE OF OCCUPANCY
PAYMENT	17	52.204-7	SYSTEM FOR AWARD MANAGEMENT
	18	52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE
	19	552.270-31	PROMPT PAYMENT
	20	52.232-23	ASSIGNMENT OF CLAIMS
	21		PAYMENT
	22	52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER—SYSTEM FOR AWARD MANAGEMENT
STANDARDS OF CONDUCT	23	52.203-13	CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT
	24	552.270-32	COVENANT AGAINST CONTINGENT FEES
	25	52-203-7	ANTI-KICKBACK PROCEDURES
	26	52-223-6	DRUG-FREE WORKPLACE
	27	52.203-14	DISPLAY OF HOTLINE POSTER(S)
ADJUSTMENTS	28	552.270-30	PRICE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY
	29	52.215-10	PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA
	30	552.270-13	PROPOSALS FOR ADJUSTMENT
	31		CHANGES
AUDITS	32	552.215-70	EXAMINATION OF RECORDS BY GSA
	33	52.215-2	AUDIT AND RECORDS—NEGOTIATION

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DISPUTES	34	52.233-1	DISPUTES
LABOR STANDARDS	35	52.222-26	EQUAL OPPORTUNITY
	36	52.222-21	PROHIBITION OF SEGREGATED FACILITIES
	37	52.219-28	POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION
	38	52.222-35	EQUAL OPPORTUNITY FOR VETERANS
	39	52.222-36	EQUAL OPPORTUNITY FOR WORKERS WITH DISABILITIES
	40	52.222-37	EMPLOYMENT REPORTS ON VETERANS
SUBCONTRACTING	41	52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT
	42	52.215-12	SUBCONTRACTOR CERTIFIED COST OR PRICING DATA
	43	52.219-8	UTILIZATION OF SMALL BUSINESS CONCERNS
	44	52.219-9	SMALL BUSINESS SUBCONTRACTING PLAN
	45	52.219-16	LIQUIDATED DAMAGES—SUBCONTRACTING PLAN
	46	52.204-10	REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS
	47	552.219-73	GOALS FOR SUBCONTRACTING PLAN

The information collection requirements contained in this solicitation/contract that are not required by regulation have been approved by the Office of Management and Budget (OMB) pursuant to the Paperwork Reduction Act and assigned the OMB Control No. 3090-0163.

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GENERAL CLAUSES
(Acquisition of Leasehold Interests in Real Property)

1. SUBLETTING AND ASSIGNMENT (JAN 2011)

The Government may sublet any part of the premises but shall not be relieved from any obligations under this lease by reason of any such subletting. The Government may at any time assign this lease, and be relieved from all obligations to Lessor under this lease excepting only unpaid rent and other liabilities, if any, that have accrued to the date of said assignment. Any subletting or assignment shall be subject to prior written consent of Lessor, which shall not be unreasonably withheld.

2. 552.270-11 SUCCESSORS BOUND (SEP 1999)

This lease shall bind, and inure to the benefit of, the parties and their respective heirs, executors, administrators, successors, and assigns.

3. 552.270-23 SUBORDINATION, NON-DISTURBANCE AND ATTORNMENT (SEP 1999)

(a) Lessor warrants that it holds such title to or other interest in the premises and other property as is necessary to the Government's access to the premises and full use and enjoyment thereof in accordance with the provisions of this lease. Government agrees, in consideration of the warranties and conditions set forth in this clause, that this lease is subject and subordinate to any and all recorded mortgages, deeds of trust and other liens now or hereafter existing or imposed upon the premises, and to any renewal, modification or extension thereof. It is the intention of the parties that this provision shall be self-operative and that no further instrument shall be required to effect the present or subsequent subordination of this lease. Government agrees, however, within twenty (20) business days next following the Contracting Officer's receipt of a written demand, to execute such instruments as Lessor may reasonably request to evidence further the subordination of this lease to any existing or future mortgage, deed of trust or other security interest pertaining to the premises, and to any water, sewer or access easement necessary or desirable to serve the premises or adjoining property owned in whole or in part by Lessor if such easement does not interfere with the full enjoyment of any right granted the Government under this lease.

(b) No such subordination, to either existing or future mortgages, deeds of trust or other lien or security instrument shall operate to affect adversely any right of the Government under this lease so long as the Government is not in default under this lease. Lessor will include in any future mortgage, deed of trust or other security instrument to which this lease becomes subordinate, or in a separate non-disturbance agreement, a provision to the foregoing effect. Lessor warrants that the holders of all notes or other obligations secured by existing mortgages, deeds of trust or other security instruments have consented to the provisions of this clause, and agrees to provide true copies of all such consents to the Contracting Officer promptly upon demand.

(c) In the event of any sale of the premises or any portion thereof by foreclosure of the lien of any such mortgage, deed of trust or other security instrument, or the giving of a deed in lieu of foreclosure, the Government will be deemed to have attorned to any purchaser, purchasers, transferee or transferees of the premises or any portion thereof and its or their successors and assigns, and any such purchasers and transferees will be deemed to have assumed all obligations of the Lessor under this lease, so as to establish direct privity of estate and contract between Government and such purchasers or transferees, with the same force, effect and relative priority in time and right as if the lease had initially been entered into between such purchasers or transferees and the Government; provided, further, that the Contracting Officer and such purchasers or transferees shall, with reasonable promptness following any such sale or deed delivery in lieu of foreclosure, execute all such revisions to this lease, or other writings, as shall be necessary to document the foregoing relationship.

(d) None of the foregoing provisions may be deemed or construed to imply a waiver of the Government's rights as a sovereign.

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4. 552.270-24 STATEMENT OF LEASE (SEP 1999)

(a) The Contracting Officer will, within thirty (30) days next following the Contracting Officer's receipt of a joint written request from Lessor and a prospective lender or purchaser of the building, execute and deliver to Lessor a letter stating that the same is issued subject to the conditions stated in this clause and, if such is the case, that (1) the lease is in full force and effect; (2) the date to which the rent and other charges have been paid in advance, if any; and (3) whether any notice of default has been issued.

(b) Letters issued pursuant to this clause are subject to the following conditions:

(1) That they are based solely upon a reasonably diligent review of the Contracting Officer's lease file as of the date of issuance;

(2) That the Government shall not be held liable because of any defect in or condition of the premises or building;

(3) That the Contracting Officer does not warrant or represent that the premises or building comply with applicable Federal, State and local law; and

(4) That the Lessor, and each prospective lender and purchaser are deemed to have constructive notice of such facts as would be ascertainable by reasonable pre-purchase and pre-commitment inspection of the Premises and Building and by inquiry to appropriate Federal, State and local Government officials.

5. 552.270-25 SUBSTITUTION OF TENANT AGENCY (SEP 1999)

The Government may, at any time and from time to time, substitute any Government agency or agencies for the Government agency or agencies, if any, named in the lease.

6. 552.270-26 NO WAIVER (SEP 1999)

No failure by either party to insist upon the strict performance of any provision of this lease or to exercise any right or remedy consequent upon a breach thereof, and no acceptance of full or partial rent or other performance by either party during the continuance of any such breach shall constitute a waiver of any such breach of such provision.

7. INTEGRATED AGREEMENT (JUN 2012)

This Lease, upon execution, contains the entire agreement of the parties and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of the Lease. Except as expressly attached to and made a part of the Lease, neither the Request for Lease Proposals nor any pre-award communications by either party shall be incorporated in the Lease.

8. 552.270-28 MUTUALITY OF OBLIGATION (SEP 1999)

The obligations and covenants of the Lessor, and the Government's obligation to pay rent and other Government obligations and covenants, arising under or related to this Lease, are interdependent. The Government may, upon issuance of and delivery to Lessor of a final decision asserting a claim against Lessor, set off such claim, in whole or in part, as against any payment or payments then or thereafter due the Lessor under this lease. No setoff pursuant to this clause shall constitute a breach by the Government of this lease.

9. DELIVERY AND CONDITION (JAN 2011)

(a) Unless the Government elects to have the space occupied in increments, the space must be delivered ready for occupancy as a complete unit.

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(b) The Government may elect to accept the Space notwithstanding the Lessor's failure to deliver the Space substantially complete; if the Government so elects, it may reduce the rent payments.

10. DEFAULT BY LESSOR (APR 2012)

(a) The following conditions shall constitute default by the Lessor, and shall give rise to the following rights and remedies for the Government:

(1) Prior to Acceptance of the Premises. Failure by the Lessor to diligently perform all obligations required for Acceptance of the Space within the times specified, without excuse, shall constitute a default by the Lessor. Subject to provision of notice of default to the Lessor, and provision of a reasonable opportunity for the Lessor to cure its default, the Government may terminate the Lease on account of the Lessor's default.

(2) After Acceptance of the Premises. Failure by the Lessor to perform any service, to provide any item, or satisfy any requirement of this Lease, without excuse, shall constitute a default by the Lessor. Subject to provision of notice of default to the Lessor, and provision of a reasonable opportunity for the Lessor to cure its default, the Government may perform the service, provide the item, or obtain satisfaction of the requirement by its own employees or contractors. If the Government elects to take such action, the Government may deduct from rental payments its costs incurred in connection with taking the action. Alternatively, the Government may reduce the rent by an amount reasonably calculated to approximate the cost or value of the service not performed, item not provided, or requirement not satisfied, such reduction effective as of the date of the commencement of the default condition.

(3) Grounds for Termination. The Government may terminate the Lease if:

(i) The Lessor's default persists notwithstanding provision of notice and reasonable opportunity to cure by the Government, or

(ii) The Lessor fails to take such actions as are necessary to prevent the recurrence of default conditions,

and such conditions (i) or (ii) substantially impair the safe and healthful occupancy of the Premises, or render the Space unusable for its intended purposes.

(4) Excuse. Failure by the Lessor to timely deliver the Space or perform any service, provide any item, or satisfy any requirement of this Lease shall not be excused if its failure in performance arises from:

(i) Circumstances within the Lessor's control;

(ii) Circumstances about which the Lessor had actual or constructive knowledge prior to the Lease Award Date that could reasonably be expected to affect the Lessor's capability to perform, regardless of the Government's knowledge of such matters;

(iii) The condition of the Property;

(iv) The acts or omissions of the Lessor, its employees, agents or contractors; or

(v) The Lessor's inability to obtain sufficient financial resources to perform its obligations.

(5) The rights and remedies specified in this clause are in addition to any and all remedies to which the Government may be entitled as a matter of law.

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11. 552.270-19 PROGRESSIVE OCCUPANCY (SEP 1999)

The Government shall have the right to elect to occupy the space in partial increments prior to the substantial completion of the entire leased premises, and the Lessor agrees to schedule its work so as to deliver the space incrementally as elected by the Government. The Government shall pay rent commencing with the first business day following substantial completion of the entire leased premise unless the Government has elected to occupy the leased premises incrementally. In case of incremental occupancy, the Government shall pay rent pro rata upon the first business day following substantial completion of each incremental unit. Rental payments shall become due on the first workday of the month following the month in which an increment of space is substantially complete, except that should an increment of space be substantially completed after the fifteenth day of the month, the payment due date will be the first workday of the second month following the month in which it was substantially complete. The commencement date of the firm lease term will be a composite determined from all rent commencement dates.

12. MAINTENANCE OF THE PROPERTY, RIGHT TO INSPECT (APR 2015)

The Lessor shall maintain the Property, including the building, building systems, and all equipment, fixtures, and appurtenances furnished by the Lessor under this Lease, in good repair and tenantable condition so that they are suitable in appearance and capable of supplying such heat, air conditioning, light, ventilation, safety systems, access and other things to the premises, without reasonably preventable or recurring disruption, as is required for the Government's access to, occupancy, possession, use and enjoyment of the premises as provided in this lease. For the purpose of so maintaining the premises, the Lessor may at reasonable times enter the premises with the approval of the authorized Government representative in charge. Upon request of the Lease Contracting Officer (LCO), the Lessor shall provide written documentation that building systems have been properly maintained, tested, and are operational within manufacturer's warranted operating standards. The Lessor shall maintain the Premises in a safe and healthful condition according to applicable OSHA standards and all other requirements of this Lease, including standards governing indoor air quality, existence of mold and other biological hazards, presence of hazardous materials, etc. The Government shall have the right, at any time after the Lease Award Date and during the term of the Lease, to inspect all areas of the Property to which access is necessary for the purpose of determining the Lessor's compliance with this clause.

13. FIRE AND CASUALTY DAMAGE (JUN 2016)

If the building in which the Premises are located is totally destroyed or damaged by fire or other casualty, this Lease shall immediately terminate. If the building in which the Premises are located are only partially destroyed or damaged, so as to render the Premises untenable, or not usable for their intended purpose, the Lessor shall have the option to elect to repair and restore the Premises or terminate the Lease. The Lessor shall be permitted a reasonable amount of time, not to exceed 270 days from the event of destruction or damage, to repair or restore the Premises, provided that the Lessor submits to the Government a reasonable schedule for repair of the Premises within 60 days of the event of destruction or damage. If the Lessor fails to timely submit a reasonable schedule for completing the work, the Government may elect to terminate the Lease effective as of the date of the event of destruction or damage. If the Lessor elects to repair or restore the Premises, but fails to repair or restore the Premises within 270 days from the event of destruction or damage, or fails to diligently pursue such repairs or restoration so as to render timely completion commercially impracticable, the Government may terminate the Lease effective as of the date of the destruction or damage. During the time that the Premises are unoccupied, rent shall be abated. Termination of the Lease by either party under this clause shall not give rise to liability for either party.

Nothing in this lease shall be construed as relieving Lessor from liability for damage to, or destruction of, property of the United States of America caused by the willful or negligent act or omission of Lessor.

14. COMPLIANCE WITH APPLICABLE LAW (JAN 2011)

Lessor shall comply with all Federal, state and local laws applicable to its ownership and leasing of the Property, including, without limitation, laws applicable to the construction, ownership, alteration or operation of all buildings, structures, and facilities located thereon, and obtain all necessary permits, licenses and similar items at its own expense. The Government will comply with all Federal, State and local laws applicable to and enforceable against

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it as a tenant under this lease, provided that nothing in this Lease shall be construed as a waiver of the sovereign immunity of the Government. This Lease shall be governed by Federal law.

15. 552.270-12 ALTERATIONS (SEP 1999)

The Government shall have the right during the existence of this lease to make alterations, attach fixtures, and erect structures or signs in or upon the premises hereby leased, which fixtures, additions or structures so placed in, on, upon, or attached to the said premises shall be and remain the property of the Government and may be removed or otherwise disposed of by the Government. If the lease contemplates that the Government is the sole occupant of the building, for purposes of this clause, the leased premises include the land on which the building is sited and the building itself. Otherwise, the Government shall have the right to tie into or make any physical connection with any structure located on the property as is reasonably necessary for appropriate utilization of the leased space.

16. ACCEPTANCE OF SPACE AND CERTIFICATE OF OCCUPANCY (APR 2015)

(a) Ten (10) working days prior to the completion of the Space, the Lessor shall issue written notice to the Government to schedule the inspection of the Space for acceptance. The Government shall accept the Space only if the construction of building shell and TIs conforming to this Lease and the approved DIDs is substantially complete, and a Certificate of Occupancy has been issued as set forth below.

(b) The Space shall be considered substantially complete only if the Space may be used for its intended purpose and completion of remaining work will not unreasonably interfere with the Government's enjoyment of the Space. Acceptance shall be final and binding upon the Government with respect to conformance of the completed TIs to the approved DIDs, with the exception of items identified on a punchlist generated as a result of the inspection, concealed conditions, latent defects, or fraud, but shall not relieve the Lessor of any other Lease requirements.

(c) The Lessor shall provide a valid Certificate of Occupancy, issued by the local jurisdiction, for the intended use of the Government. If the local jurisdiction does not issue Certificates of Occupancy or if the Certificate of Occupancy is not available, the Lessor may satisfy this condition by providing a report prepared by a licensed fire protection engineer that indicates that the Space and Building are compliant with all applicable local codes and ordinances and all fire protection and life safety-related requirements of this Lease to ensure an acceptable level of safety is provided. Under such circumstances, the Government shall only accept the Space without a Certificate of Occupancy if a licensed fire protection engineer determines that the offered space is compliant with all applicable local codes and ordinances and fire protection and life safety-related requirements of this Lease.

17. 52.204-7 SYSTEM FOR AWARD MANAGEMENT (JUL 2013)

This clause is incorporated by reference.

18. 52.204-13 SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (JUL 2013)

This clause is incorporated by reference.

19. 552.270-31 PROMPT PAYMENT (JUN 2011)

The Government will make payments under the terms and conditions specified in this clause. Payment shall be considered as being made on the day a check is dated or an electronic funds transfer is made. All days referred to in this clause are calendar days, unless otherwise specified.

(a) *Payment due date—*

(1) *Rental payments.* Rent shall be paid monthly in arrears and will be due on the first workday of each month, and only as provided for by the lease.

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(i) When the date for commencement of rent falls on the 15th day of the month or earlier, the initial monthly rental payment under this contract shall become due on the first workday of the month following the month in which the commencement of the rent is effective.

(ii) When the date for commencement of rent falls after the 15th day of the month, the initial monthly rental payment under this contract shall become due on the first workday of the second month following the month in which the commencement of the rent is effective.

(2) *Other payments.* The due date for making payments other than rent shall be the later of the following two events:

(i) The 30th day after the designated billing office has received a proper invoice from the Contractor.

(ii) The 30th day after Government acceptance of the work or service. However, if the designated billing office fails to annotate the invoice with the actual date of receipt, the invoice payment due date shall be deemed to be the 30th day after the Contractor's invoice is dated, provided a proper invoice is received and there is no disagreement over quantity, quality, or Contractor compliance with contract requirements.

(b) *Invoice and inspection requirements for payments other than rent.*

(1) The Contractor shall prepare and submit an invoice to the designated billing office after completion of the work. A proper invoice shall include the following items:

(i) Name and address of the Contractor.

(ii) Invoice date.

(iii) Lease number.

(iv) Government's order number or other authorization.

(v) Description, price, and quantity of work or services delivered.

(vi) Name and address of Contractor official to whom payment is to be sent (must be the same as that in the remittance address in the lease or the order).

(vii) Name (where practicable), title, phone number, and mailing address of person to be notified in the event of a defective invoice.

(2) The Government will inspect and determine the acceptability of the work performed or services delivered within seven days after the receipt of a proper invoice or notification of completion of the work or services unless a different period is specified at the time the order is placed. If actual acceptance occurs later, for the purpose of determining the payment due date and calculation of interest, acceptance will be deemed to occur on the last day of the seven day inspection period. If the work or service is rejected for failure to conform to the technical requirements of the contract, the seven days will be counted beginning with receipt of a new invoice or notification. In either case, the Contractor is not entitled to any payment or interest unless actual acceptance by the Government occurs.

(c) *Interest Penalty.*

(1) An interest penalty shall be paid automatically by the Government, without request from the Contractor, if payment is not made by the due date.

(2) The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date. This rate is referred to as the "Renegotiation Board Interest Rate," and it is published in the Federal Register

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semiannually on or about January 1 and July 1. The interest penalty shall accrue daily on the payment amount approved by the Government and be compounded in 30-day increments inclusive from the first day after the due date through the payment date.

(3) Interest penalties will not continue to accrue after the filing of a claim for such penalties under the clause at 52.233-1, Disputes, or for more than one year. Interest penalties of less than \$1.00 need not be paid.

(4) Interest penalties are not required on payment delays due to disagreement between the Government and Contractor over the payment amount or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. Claims involving disputes, and any interest that may be payable, will be resolved in accordance with the clause at 52.233-1, Disputes.

(d) *Overpayments.* If the Lessor becomes aware of a duplicate payment or that the Government has otherwise overpaid on a payment, the Contractor shall—

(1) Return the overpayment amount to the payment office cited in the contract along with a description of the overpayment including the—

(i) Circumstances of the overpayment (e.g., duplicate payment, erroneous payment, liquidation errors, date(s) of overpayment);

(ii) Affected lease number; (iii) Affected lease line item or sub-line item, if applicable; and

(iii) Lessor point of contact.

(2) Provide a copy of the remittance and supporting documentation to the Contracting Officer.

20. 52.232-23 ASSIGNMENT OF CLAIMS (MAY 2014)

(Applicable to leases over the micro-purchase threshold.)

(a) The Contractor, under the Assignment of Claims Act, as amended, [31 U.S.C. 3727](#), [41 U.S.C. 6305](#) (hereafter referred to as "the Act"), may assign its rights to be paid amounts due or to become due as a result of the performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency. The assignee under such an assignment may thereafter further assign or reassign its right under the original assignment to any type of financing institution described in the preceding sentence.

(b) Any assignment or reassignment authorized under the Act and this clause shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party, except that an assignment or reassignment may be made to one party as agent or trustee for two or more parties participating in the financing of this contract.

(c) The Contractor shall not furnish or disclose to any assignee under this contract any classified document (including this contract) or information related to work under this contract until the Contracting Officer authorizes such action in writing.

21. PAYMENT (MAY 2011)

(a) When space is offered and accepted, the amount of American National Standards Institute/Building Owners and Managers Association Office Area (ABOA) square footage delivered will be confirmed by:

(1) The Government's measurement of plans submitted by the successful Offeror as approved by the Government, and an inspection of the space to verify that the delivered space is in conformance with such

EXHIBIT E
plans or

(2) A mutual on-site measurement of the space, if the Contracting Officer determines that it is necessary.

(b) Payment will not be made for space which is in excess of the amount of ABOA square footage stated in the lease.

(c) If it is determined that the amount of ABOA square footage actually delivered is less than the amount agreed to in the lease, the lease will be modified to reflect the amount of ABOA space delivered and the annual rental will be adjusted as follows:

ABOA square feet not delivered multiplied by one plus the common area factor (CAF), multiplied by the rate per rentable square foot (RSF). That is: $(1+CAF) \times \text{Rate per RSF} = \text{Reduction in Annual Rent}$

22. 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER—SYSTEM FOR AWARD MANAGEMENT (JUL 2013)

This clause is incorporated by reference.

23. 52.203-13 CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT (OCT 2015)

(Applicable to leases over \$5.5 million total contract value and performance period is 120 days or more.)

This clause is incorporated by reference.

24. 552.270-32 COVENANT AGAINST CONTINGENT FEES (JUN 2011)

(Applicable to leases over the Simplified Lease Acquisition Threshold.)

(a) The Contractor warrants that no person or agency has been employed or retained to solicit or obtain this contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have the right to annul this contract without liability or, in its discretion, to deduct from the contract price or consideration, or otherwise recover the full amount of the contingent fee.

(b) *Bona fide agency*, as used in this clause, means an established commercial or selling agency (including licensed real estate agents or brokers), maintained by a Contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

(1) *Bona fide employee*, as used in this clause, means a person, employed by a Contractor and subject to the Contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

(2) *Contingent fee*, as used in this clause, means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

(3) *Improper influence*, as used in this clause, means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

25. 52.203-7 ANTI-KICKBACK PROCEDURES (MAY 2014)

(Applicable to leases over the Simplified Lease Acquisition Threshold.)

This clause is incorporated by reference.

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(b) (6)

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26. 52.223-6 DRUG-FREE WORKPLACE (MAY 2001)

(Applicable to leases over the Simplified Lease Acquisition Threshold, as well as to leases of any value awarded to an individual.)

This clause is incorporated by reference.

27. 52.203-14 DISPLAY OF HOTLINE POSTER(S) (OCT 2015)

(Applicable to leases over \$5.5 Million total contract value and performance period is 120 days or more.)

(a) Definition.

"United States," as used in this clause, means the 50 States, the District of Columbia, and outlying areas.

(b) Display of fraud hotline poster(s). Except as provided in paragraph (c)—

(1) During contract performance in the United States, the Contractor shall prominently display in common work areas within business segments performing work under this contract and at contract work sites—

- (i) Any agency fraud hotline poster or Department of Homeland Security (DHS) fraud hotline poster identified in paragraph (b)(3) of this clause; and
- (ii) Any DHS fraud hotline poster subsequently identified by the Contracting Officer.

(2) Additionally, if the Contractor maintains a company website as a method of providing information to employees, the Contractor shall display an electronic version of the poster(s) at the website.

(3) Any required posters may be obtained as follows:

Poster(s)	Obtain from
GSA Office of Inspector General "FRAUDNET HOTLINE"	Contracting Officer

(Contracting Officer shall insert—

- (i) Appropriate agency name(s) and/or title of applicable Department of Homeland Security fraud hotline poster); and
- (ii) The website(s) or other contact information for obtaining the poster(s).)

(c) If the Contractor has implemented a business ethics and conduct awareness program, including a reporting mechanism, such as a hotline poster, then the Contractor need not display any agency fraud hotline posters as required in paragraph (b) of this clause, other than any required DHS posters.

(d) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph (d), in all subcontracts that exceed \$5.5 million, except when the subcontract—

- (1) Is for the acquisition of a commercial item; or
- (2) Is performed entirely outside the United States.

28. 552.270-30 PRICE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY (JUN 2011)

(Applicable to leases over the Simplified Lease Acquisition Threshold.)

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(b) (6)

EXHIBIT E

(a) If the head of the contracting activity (HCA) or his or her designee determines that there was a violation of subsection 27(a) of the Office of Federal Procurement Policy Act, as amended (41 U.S.C. 423), as implemented in the Federal Acquisition Regulation, the Government, at its election, may—

(1) Reduce the monthly rental under this lease by five percent of the amount of the rental for each month of the remaining term of the lease, including any option periods, and recover five percent of the rental already paid;

(2) Reduce payments for alterations not included in monthly rental payments by five percent of the amount of the alterations agreement; or

(3) Reduce the payments for violations by a Lessor's subcontractor by an amount not to exceed the amount of profit or fee reflected in the subcontract at the time the subcontract was placed.

(b) Prior to making a determination as set forth above, the HCA or designee shall provide to the Lessor a written notice of the action being considered and the basis thereof. The Lessor shall have a period determined by the agency head or designee, but not less than 30 calendar days after receipt of such notice, to submit in person, in writing, or through a representative, information and argument in opposition to the proposed reduction. The agency head or designee may, upon good cause shown, determine to deduct less than the above amounts from payments.

(c) The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law or under this lease.

29. 52.215-10 PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA (AUG 2011)

(Applicable when cost or pricing data are required for work or services over \$750,000.)
This clause is incorporated by reference.

30. 552.270-13 PROPOSALS FOR ADJUSTMENT (SEP 1999)

(a) The Contracting Officer may, from time to time during the term of this lease, require changes to be made in the work or services to be performed and in the terms or conditions of this lease. Such changes will be required under the Changes clause.

(b) If the Contracting Officer makes a change within the general scope of the lease, the Lessor shall submit, in a timely manner, an itemized cost proposal for the work to be accomplished or services to be performed when the cost exceeds \$100,000. The proposal, including all subcontractor work, will contain at least the following detail—

- (1) Material quantities and unit costs;
- (2) Labor costs (identified with specific item or material to be placed or operation to be performed);
- (3) Equipment costs;
- (4) Worker's compensation and public liability insurance;
- (5) Overhead;
- (6) Profit; and
- (7) Employment taxes under FICA and FUTA.

(c) The following Federal Acquisition Regulation (FAR) provisions also apply to all proposals exceeding \$500,000 in cost—

(b) (6)

(b) (6)

EXHIBIT E

(1) The Lessor shall provide cost or pricing data including subcontractor cost or pricing data (48 CFR 15.403-4) and

(2) The Lessor's representative, all Contractors, and subcontractors whose portion of the work exceeds \$500,000 must sign and return the "Certificate of Current Cost or Pricing Data" (48 CFR 15.406-2).

(d) Lessors shall also refer to 48 CFR Part 31, Contract Cost Principles, for information on which costs are allowable, reasonable, and allocable in Government work.

31. CHANGES (MAR 2013)

(a) The LCO may at any time, by written order, direct changes to the Tenant Improvements within the Space, Building Security Requirements, or the services required under the Lease.

(b) If any such change causes an increase or decrease in Lessor's costs or time required for performance of its obligations under this Lease, whether or not changed by the order, the Lessor shall be entitled to an amendment to the Lease providing for one or more of the following:

- (1) An adjustment of the delivery date;
- (2) An equitable adjustment in the rental rate;
- (3) A lump sum equitable adjustment; or
- (4) A change to the operating cost base, if applicable.

(c) The Lessor shall assert its right to an amendment under this clause within 30 days from the date of receipt of the change order and shall submit a proposal for adjustment. Failure to agree to any adjustment shall be a dispute under the Disputes clause. However, the pendency of an adjustment or existence of a dispute shall not excuse the Lessor from proceeding with the change as directed.

(d) Absent a written change order from the LCO, or from a Government official to whom the LCO has explicitly and in writing delegated the authority to direct changes, the Government shall not be liable to Lessor under this clause.

32. 552.215-70 EXAMINATION OF RECORDS BY GSA (FEB 1996)

The Contractor agrees that the Administrator of General Services or any duly authorized representative shall, until the expiration of 3 years after final payment under this contract, or of the time periods for the particular records specified in Subpart 4.7 of the Federal Acquisition Regulation (48 CFR 4.7), whichever expires earlier, have access to and the right to examine any books, documents, papers, and records of the Contractor involving transactions related to this contract or compliance with any clauses thereunder. The Contractor further agrees to include in all its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Administrator of General Services or any duly authorized representatives shall, until the expiration of 3 years after final payment under the subcontract, or of the time periods for the particular records specified in Subpart 4.7 of the Federal Acquisition Regulation (48 CFR 4.7), whichever expires earlier, have access to and the right to examine any books, documents, papers, and records of such subcontractor involving transactions related to the subcontract or compliance with any clauses thereunder. The term "subcontract" as used in this clause excludes (a) purchase orders not exceeding \$100,000 and (b) subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public.

33. 52.215-2 AUDIT AND RECORDS—NEGOTIATION (OCT 2010)

(Applicable to leases over the Simplified Lease Acquisition Threshold.)
This clause is incorporated by reference.

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(b) (6)

EXHIBIT E

34. 52.233-1 DISPUTES (MAY 2014)

This clause is incorporated by reference.

35. 52.222-26 EQUAL OPPORTUNITY (APR 2015)

This clause is incorporated by reference.

36. 52.222-21 PROHIBITION OF SEGREGATED FACILITIES (APR 2015)

This clause is incorporated by reference.

37. 52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (JUL 2013)

(Applicable to leases exceeding the micro-purchase threshold.)

This clause is incorporated by reference.

38. 52.222-35 EQUAL OPPORTUNITY FOR VETERANS (OCT 2015)

(Applicable to leases \$150,000 or more, total contract value.)

(a) Definitions. As used in this clause—

“Active duty wartime or campaign badge veteran,” “Armed Forces service medal veteran,” “disabled veteran,” “protected veteran,” “qualified disabled veteran,” and “recently separated veteran” have the meanings given at FAR 22.1301.

(b) Equal opportunity clause. The Contractor shall abide by the requirements of the equal opportunity clause at 41 CFR 60-300.5(a), as of March 24, 2014. This clause prohibits discrimination against qualified protected veterans, and requires affirmative action by the Contractor to employ and advance in employment qualified protected veterans.

(c) Subcontracts. The Contractor shall insert the terms of this clause in subcontracts of \$150,000 or more unless exempted by rules, regulations, or orders of the Secretary of Labor. The Contractor shall act as specified by the Director, Office of Federal Contract Compliance Programs, to enforce the terms, including action for noncompliance. Such necessary changes in language may be made as shall be appropriate to identify properly the parties and their undertakings.

39. 52.222-36 EQUAL OPPORTUNITY FOR WORKERS WITH DISABILITIES (JUL 2014)

(Applicable to leases over \$15,000 total contract value.)

(a) *Equal opportunity clause.* The Contractor shall abide by the requirements of the equal opportunity clause at 41 CFR 60-741.5(a), as of March 24, 2014. This clause prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by the Contractor to employ and advance in employment qualified individuals with disabilities.

(b) *Subcontracts.* The Contractor shall include the terms of this clause in every subcontract or purchase order in excess of \$15,000 unless exempted by rules, regulations, or orders of the Secretary, so that such provisions will be binding upon each subcontractor or vendor. The Contractor shall act as specified by the Director, Office of Federal Contract Compliance Programs of the U.S. Department of Labor, to enforce the terms, including action for noncompliance. Such necessary changes in language may be made as shall be appropriate to identify properly the parties and their undertakings.

40. 52.222-37 EMPLOYMENT REPORTS ON VETERANS (FEB 2016)

(Applicable to leases \$150,000 or more, total contract value.)

This clause is incorporated by reference.

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41. **52.209-6 PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (OCT 2015)**
(Applicable to leases over \$35,000 total contract value.)
This clause is incorporated by reference.
42. **52.215-12 SUBCONTRACTOR CERTIFIED COST OR PRICING DATA (OCT 2010)**
(Applicable if over \$750,000 total contract value.)
This clause is incorporated by reference.
43. **52.219-8 UTILIZATION OF SMALL BUSINESS CONCERNS (OCT 2014)**
(Applicable to leases over the Simplified Lease Acquisition Threshold.)
This clause is incorporated by reference.
44. **52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (OCT 2015) ALTERNATE III (OCT 2015)**
(Applicable to leases over \$700,000 total contract value.)
This clause is incorporated by reference.
45. **52.219-16 LIQUIDATED DAMAGES—SUBCONTRACTING PLAN (JAN 1999)**
(Applicable to leases over \$700,000 total contract value.)
This clause is incorporated by reference.
46. **52.204-10 REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (OCT 2015)**
(Applicable if over \$30,000 total contract value.)
This clause is incorporated by reference.
47. **552.219-73 GOALS FOR SUBCONTRACTING PLAN (JUN 2005), ALTERNATE I (SEP 1999)**
(Applicable if over \$700,000 total contract value.)
This clause is incorporated by reference.

(b) (6)

(b) (6)

ADDENDUM to the System for Award Management (SAM) REPRESENTATIONS AND CERTIFICATIONS (Acquisitions of Leasehold Interests in Real Property)	Request for Lease Proposals Number 5R10047	Dated
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Complete appropriate boxes, sign the form, and attach to offer.
 The Offeror makes the following additional Representations. NOTE: The "Offeror," as used on this form, is the owner of the property offered, not an individual or agent representing the owner.

1. ANNUAL REPRESENTATIONS AND CERTIFICATIONS FOR LEASEHOLD ACQUISITIONS (APR 2015)

- (a) (1) The North American Industry Classification System (NAICS) code for this acquisition is 531120, unless the real property is self-storage (#531130), land (#531190), or residential (#531110).
- (2) The small business size standard is 38.5 Million in annual average gross revenue of the concern for the last 3 fiscal years.
- (3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- (b) The System for Award Management (SAM) is a centrally located, searchable database which assists in the development, maintenance, and provision of sources for future procurements. The Offeror, by signing this addendum, hereby certifies he is registered in SAM.
- Registration Active and Copy Attached

2. 552.203-72 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT FEDERAL TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW (DEVIATION) (OCT 2013)

- (a) In accordance with Sections 630 and 631 of Division of the Consolidated Appropriations Act, 2012 (Pub. L. 112-74), and Section 101 of the Continuing Appropriations Act, 2014 (Pub. L. 113-16) none of the funds made available by the Continuing Appropriations Act 2014 may be used to enter into a contract action with any corporation that—
 - (1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government, or
 - (2) Was convicted, or had an officer or agent of such corporation acting on behalf of the corporation convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation or such officer or agent and made a determination that this action is not necessary to protect the interests of the Government.
- (b) The Contractor represents that—
 - (1) It is is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or

(b) (6) (b) (6)

have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

- (2) It is is not a corporation that was convicted, or had an officer or agent of the corporation acting on behalf of the corporation, convicted of a felony criminal violation under any Federal law within the preceding 24 months.

3. OFFEROR'S DUNS NUMBER

(a) Enter number: 047483132

(b) An offeror may obtain a DUNS number (i) via the Internet at <http://fedgov.dnb.com/webform> or if the offeror does not have internet access, it may call Dun and Bradstreet at 1-866-705-5711 if located within the United States; or (ii) If located outside the United States, by contacting the local Dun and Bradstreet office. The offeror should indicate that it is an offeror for a U.S. Government contract when contacting the local Dun and Bradstreet office.

OFFEROR OR LEGALLY AUTHORIZED REPRESENTATIVE	NAME, ADDRESS (INCLUDING ZIP CODE)	TELEPHONE NUMBER
	<hr/> Signature	<hr/> Date

ADDENDUM to the System for Award Management (SAM) REPRESENTATIONS AND CERTIFICATIONS (Acquisitions of Leasehold Interests in Real Property)	Request for Lease Proposals Number SRT 0047	Dated 5/16/2018
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Complete appropriate boxes, sign the form, and attach to offer.

The Offeror makes the following additional Representations. NOTE: The "Offeror," as used on this form, is the owner of the property offered, not an individual or agent representing the owner.

1. ANNUAL REPRESENTATIONS AND CERTIFICATIONS FOR LEASEHOLD ACQUISITIONS (APR 2015)

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- (3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- (b) The System for Award Management (SAM) is a centrally located, searchable database which assists in the development, maintenance, and provision of sources for future procurements. The Offeror, by signing this addendum, hereby certifies he is registered in SAM.
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- (1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government, or
- (2) Was convicted, or had an officer or agent of such corporation acting on behalf of the corporation convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation or such officer or agent and made a determination that this action is not necessary to protect the interests of the Government.
- (b) The Contractor represents that—
- (1) It is [] is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or

have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

- (2) It is is not a corporation that was convicted, or had an officer or agent of the corporation acting on behalf of the corporation, convicted of a felony criminal violation under any Federal law within the preceding 24 months.

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(a) Enter number: 047483132

(b) An offeror may obtain a DUNS number (i) via the Internet at <http://fedgov.dnb.com/webform> or if the offeror does not have internet access, it may call Dun and Bradstreet at 1-866-705-5711 if located within the United States; or (ii) If located outside the United States, by contacting the local Dun and Bradstreet office. The offeror should indicate that it is an offeror for a U.S. Government contract when contacting the local Dun and Bradstreet office.

OFFEROR OR LEGALLY AUTHORIZED REPRESENTATIVE	NAME, ADDRESS (INCLUDING ZIP CODE)	TELEPHONE NUMBER
	(b) (6)	<u>8/16/2018</u> Date

(b) (6)